

G**R****E****A****T** **E****N****G****L****I****S****H**

Grammar Rules
Reference Lists
General Knowledge

The most useful book ever

ISABEL UYS

GREAT ENGLISH

**Grammar Rules • Reference Lists • General
Knowledge**

The most useful book ever

by

Isabel Uys

Sections of this book was formerly published under the title *English*. However, most of the sections are greatly enlarged, lots of new information, interesting facts and a new second part, consisting of useful general knowledge facts, have been added.

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To all the users of this book. I hope it will save you many hours of searching for information.

ABOUT THE AUTHOR

Isabel Uys is well established as one of South Africa's leading authorities on reference books, dictionaries and language aids. She has many years teaching experience and worked for five years as a book selector for The Western Cape Education Department. She has compiled numerous reference books, multilingual dictionaries and language aids. Many of them were best-sellers. She won two literary awards. Her first book was published in 1994 and is still in print (more than 24 updates). Her aim is to compile practical and useful books for children and adults.

INTRODUCTION

Parents, learners, students, teachers, writers, everyone! This is the book you have been waiting for! There is no similar book available anywhere. This book is not an ordinary grammar guide. It is also a comprehensive reference book with long lists of grammar which is frequently required and some very useful general knowledge. Instead of searching for information in various sources, you will find most of the information needed in this single volume.

Although this book is not aimed at serious grammarians, it provides all the information needed to use English grammar and punctuation properly. The information varies from simple to more advanced. The grammar rules are clearly explained. A great asset is the comprehensive reference lists which are not found in other study aids. There are more than 1,600 plurals in the book. Please see the Table of Contents. The general knowledge section provides lots of useful facts.

This book is an excellent resource for anyone who wishes to learn correct grammar and punctuation. It is also suitable for young learners and a good tool for doing homework or preparing for exams. Yes, the most useful book ever!

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1. THE ALPHABET

An alphabet is a group of letters used to form words.

- Many different alphabets are used in the world.
- The English alphabet is based on the Latin (or Roman) alphabet.
- The English alphabet is the most commonly used alphabet in the world.
- There are 26 letters in our alphabet.
- It is necessary to know the alphabet to find information and words easily.
- Information and words are usually arranged in alphabetical order
- The five vowels in our alphabet are **a, e, i, o, u**.
- All the other letters in the alphabet are consonants.

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

How to arrange words alphabetically

**ball, apple, great, bed, above, river, actor, kitchen,
break**

1. Find all the words that start with an **a**. (apple, above, actor)
2. Now look at the second letter and see which second letter comes first in the alphabet. (above)
3. Continue with the third letter in the word until you have arranged all the letters starting with an **a**. (above, actor, apple)
4. When you have arranged all the words starting with an **a**, you start with the words starting with a **b**.
5. Therefore the alphabetical order of the words at the top are:

above, actor, apple, ball, bed, break, great, kitchen, river

- If two people have the same name or initials, but different surnames, look at the surnames to place them in alphabetical order. (John **B**rown, John

Kelly, John Smith)

- In a dictionary two words are printed at the top of every page to show the first and last word on that page.

Interesting facts:

- For many years, people wrote without any letters. They drew pictures (hieroglyphics) to make their point.

Hieroglyphs used in Ancient Egypt



In recent times pictures are still used to make information understandable to all people.



- The word alphabet comes from the first two letters of the Greek alphabet, alpha and beta.
- Originally the Greeks used only capital letters.
- The second most widely used alphabet in the world is the Arabic alphabet.
- The most frequently used letter in the English Alphabet is the **e**.
- The Braille alphabet for the blind was invented in 1821 by a blind Frenchman, Louis Braille.
- The Braille alphabet is a system of raised dots that can be "read" with the fingers.

The Braille 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				

2. NUMERALS/NUMBERS

The number system that we use is the base 10 (Arabic) system

Cardinal numbers tell you how many things there are. (ten children)

Ordinal numbers tell you the order of something. (the second child)

Cardinal	
1 one	19 nineteen
2 two	20 twenty
3 three	22 twenty-two
4 four	30 thirty
5 five	40 forty
6 six	50 fifty
7 seven	60 sixty
8 eight	70 seventy
9 nine	80 eighty
10 ten	90 ninety
11 eleven	100 a/one hundred
12 twelve	106 a/one hundred six (Amer.)
13 thirteen	a/one hundred and six (Brit.)
14 fourteen	200 two hundred
15 fifteen	1,000 a/one thousand
16 sixteen	1,000,000 a/one million
17 seventeen	1,000,000,000 a/one billion
18 eighteen	1,000,000,000,000 a/one trillion

Ordinal	
1st first	19th nineteenth
2nd second	20th twentieth
3rd third	22nd twenty-second
4th fourth	30th thirtieth
5th fifth	40th fortieth
6th sixth	50th fiftieth
7th seventh	60th sixtieth
8th eighth	70th seventieth
9th ninth	80th eightieth
10th tenth	90th ninetieth
11th eleventh	100th hundredth
12th twelfth	106th a/one hundred sixth (Amer.)
13th thirteenth	a/one hundred and sixth (Brit.)
14th fourteenth	200th two hundredth
15th fifteenth	1,000th a/one thousandth
16th sixteenth	1,000,000th a/one millionth
17th seventeenth	1,000,000,000th a/one billionth
18th eighteenth	1,000,000,000,000th a/one trillionth

- A comma is used to separate every three digits.(1,000,000)
- A comma is inserted every three digits from the right.
- Use a hyphen for all compound numbers written in words. (*twenty-seven; fifty-six*)
- A period/full stop is used as a decimal mark.(10.8 kg)

Note:

Some countries use a space to separate the digits and a comma as a decimal mark.

(1 000 000 and 10,8 kg)

Rules for writing numbers

There are different styles for writing numbers. These rules are the ones most often used.

It is important to be consistent within the same page or document.

1. Sentences may not start with figures, **unless it is a calendar year (2018).**

- *2016 was a memorable year in American politics. (correct)*
- *Twenty-five people died in the attack. (correct)*
- *25 people died in the attack. (wrong)*
- *One percent of the grade four learners failed. (correct)*
- *1%/1 percent of the grade four learners failed. (wrong)*

2. Numbers from **one to nine** in a sentence are always written in letters.

- *Only **six** people attended the meeting. (correct)*
- *Only **6** people attended the meeting. (wrong)*

3. Numbers from one to nine used in **calculations, lists or measurements** are written in figures.

- ***6** x **4** = **24** (correct)*
- ***1.** Peter Lewis (correct)*
- ***2.** James Marsh (correct)*
- *He is **2.2** m tall. (correct)*

4. Be consistent when there are **two numbers in the same sentence.**

- *There were **five** boys and **sixteen** girls at the party. (correct)*
- *There were **five** boys and **16** girls at the party. (wrong)*

Note:

It can be confusing when two numbers are used next to each other. Write the shortest number in figures.

- *There are **five** 12-year old girls and **seven** 13-year old boys in the group. (correct)*
- *There are **5** 12-year old girls and **7** 13-year old boys in the group. (wrong)*

Note:

Some style guides recommend spelling out the numbers one to one hundred.

5. Large numbers are written in figures, **but if the number is not precise**, it may be written in words.

- All **650** survivors were taken to hospitals. (*correct*)
- All six hundred (and) fifty survivors were taken to hospital. (*wrong*)
- More than **six hundred (and) fifty** survivors were taken to hospitals. (*correct*–not precise)

6. When writing round numbers that are larger than a million, **use figures** followed by the word "**million**", etc.

- More than **3 million** animals were affected by the drought. (*correct*)
- Oprah Winfrey earned **\$315 million** each season for her show. (*correct*)

7. Never use the plural of a large number before a noun.

- There are three **thousand** sheep on the farm. (*correct*)
- There are three **thousands** sheep on the farm. (*wrong*)
- In 2015 **thousands** of sheep died in Iceland. (*correct* - number not followed by a noun)

8. Decimals are written in figures. Put a zero in front of the decimal point if it is not preceded by a whole number. Do not put a decimal point and zero after a whole number.

- The dose you need to take is **50 mg**. (*correct*)
- The dose you need to take is **50.0 mg**. (*wrong*)
- The distance is **0.65 miles**. (*correct*)
- The distance is **.65 miles**. (*wrong*)

Note:

On a check/cheque (Brit.) the number 100 is always written in words. (*one hundred*)

9. We use the **percent sign (%)** if a number is written as a numeral, it is part of a calculation or part of a report.

- Her income is **125%** of her husband's income.

- $5\% + 2\% = 7\%$
- *The profit was **157%**.*

10. We use the word "**percent**" after a number that is written in letters.

- Only **twenty-seven percent** of the students accepted the new regulations.
- I am **hundred percent** sure of my facts.

Note:

Publications often use numerals and the percent sign to save space.

- *Unfortunately **56%** of the passengers died in the crash.*

11. The names of monarchs, (kings, queens, dukes, emperors. etc.) and popes need a "**the**" before the ordinal number when written in words.

- *Elizabeth II — Elizabeth **the second** (correct)*
- *Elizabeth II — Elizabeth **second** (wrong)*
- *Pope Benedict XVI — Pope Benedict **the sixteenth** (correct)*
- *Pope Benedict XVI — Pope Benedict **sixteen** (wrong)*
- *Pope Benedict XVI — Pope Benedict **sixteenth** (wrong)*

12. When combining a number and one or more adjectives in front of a noun, put a hyphen between the words.

- *Father sometimes works a **13-hour** shift. (correct)*
- *John climbed over the **four-feet-high** wall. (correct)*

Do not use a hyphen if the number is not used as a **compound adjective preceding a noun.**

- *Mandy slept for **nine hours**. (correct)*
- *Mandy slept for **nine-hours**. (wrong)*
- *Father was very tired after driving **450 miles**. (correct)*
- *Father was very tired after driving **450-miles**. (wrong)*

13. Use figures for units of measurement (meters/metres, miles, pounds, minutes, etc.) The abbreviations should always be in the **singular.**

- *Mother needs **4 kg** of white flour for the rusks. (correct)*
- *Mother needs **4 kgs** of white flour for the rusks. (wrong)*

- Will **25 m** of material be enough for the curtains? (**correct**)
- Will **25 ms** of material be enough for the curtains? (**wrong**)

14. Amounts of money are written in figures.

- Ann paid **\$1,50** for the chocolate. (**correct**)
- He paid **\$2 million** for his house. (**correct**)

Do not use a decimal point or a dollar (pound, euro, etc.) sign when writing out amounts less than a dollar.

- The change was **nine cents**. (**correct**)
- The change was **\$0.09 cents**. (**wrong**)
- He had only **65 cents** in his pocket. (**correct**)

We do not add the the word "dollar " if the figure is preceded by a dollar sign.

- She has **\$1,500** in her savings account. (**correct**)
- She has **\$1,500 dollar** in her savings account. (**wrong**)

Ways to say the number 0

1. When we mean "**not a single one**" we say:

*There were **no** dogs in our garden.*

2. We say **oh (like the letter o)** when we say a number by itself, the name of a year, phone numbers, road numbers or a series of numbers, decimals and percentages.

- 206 (*two oh six*)
- 2007 (*two oh oh seven*)
- 35 607 9006 (*three five six oh seven nine oh oh six*)
- Morgan Street 405 (*four oh five*)
- RF 112 853 50307 (*one one two eight five three five oh three oh seven*)
- 30.05 (*three oh point oh five*)

3. In mathematics, science and technical contexts we say **zero**. (British English also nought)

4. In measurements of temperature **0** (freezing point) is called **zero**. (American and British English)

5 In team games **0** is called **nil/zero/nought/ nothing or naught**.

- *France seven, Mexico zero/nothing/naught (American English)*
- *France seven, Mexico nil/nought (British English)*

6 In tennis the word "**love**" is used for **0**.

- *Thirty–love: Williams to serve*

3. ROMAN NUMERALS

Roman numerals were the system of numbering used by the Romans in ancient Rome.

Seven letters of the alphabet are used to express Roman numerals.

Capital letters are usually used for Roman numerals.

Roman numerals greater than 1,000 are not commonly used.

There is no Roman numeral to represent 0.

The seven letters that are used for Roman numerals

I	V	X	L	C	D	M
1	5	10	50	100	500	1,000

The rules for writing Roman numerals

1. A Roman numeral are not used more than three consecutive times.

- $10 = X$
- $20 = XX$
- $30 = XXX$
- $40 = XL$ ($50 - 10$)
- $400 = LD$ ($500 - 100$) (*Correct*)
- $400 = LLLL$ ($100 + 100 + 100 + 100$) (*Wrong*)

2. If a symbol appears **after** a larger symbol it is **added**.

- $6 = VI$ ($5 + 1 = 6$)

3. If a symbol appears **before** a larger symbol it is **subtracted**.

- $4 = IV$ ($5 - 1 = 4$)

4. Only subtract **one symbol** from another.

- $12 = XII$ ($10 + 1 + 1$) (*Correct*)
- $12 = IIXV$ ($15 - 1 - 1 - 1$) (*Wrong*)

5. Only subtract the symbols **I, X or C**. (**NOT V or L**)

- $150 = CL$ ($100 + 50$) (**Correct**)
- $150 = LCC$ ($200 - 50$) (**Wrong**)

6. A bar placed on top of a symbol **increases the value by 1,000 times**. This is used from 4,000 and above.

- $150 = CL$
- $150,000 = \overline{CL}$

Large numbers in Roman numerals

ↄ	ↁ	Ↄ	ↅ	ↆ	ↇ
5,000	10,000	50,000	100,000	500,000	1,000,000

List of Roman numerals

Roman numerals 1–99

Cardinal	Roman	Cardinal	Roman
1	I	21	XXI
2	II	22	XXII
3	III	23	XXIII
4	IV	24	XXIV
5	V	25	XXV
6	VI	26	XXVI
7	VII	27	XXVII
8	VIII	28	XXVIII
9	IX	29	XXIX
10	X	30	XXX
11	XI	40	XL
12	XII	50	L
13	XIII	54	LIV
14	XIV	60	LX
15	XV	62	LXII
16	XVI	70	LXX
17	XVII	80	LXXX
18	XVIII	88	LXXXVIII
19	XIX	90	XC
20	XX	99	XCIX

Roman numerals 100–1,650

Cardinal	Roman	Cardinal	Roman
100	C	600	DC
128	CXXVIII	666	DCLXVI
200	CC	700	DCC
256	XLVI	760	DCCLX
300	CCC	800	DCCC
339	CCCXXXIX	803	DCIII
400	CD	900	CM
485	CDLXXXV	999	CMXCIX
500	D	1,000	M
512	DXII	1,650	MDCL

The conversion of numbers to Roman numerals

Break the number into thousands, hundreds, tens and ones and write them down one-by-one.

1,965

1,000 = M

900 = CM

60 = LX

5 = V

MCMLXV

Modern day uses of Roman numerals



Note:

On some clockfaces **IIII** is used instead of **IV**.

1. To number chapters, parts of books or acts or scenes in plays;

- *Chapter II*
- *Part IV*
- *Act V*

• *Scene I*

2. On clocks and watches;

3. **Lower case** Roman numerals are used for the preliminary ages in books before the page numbering starts;

• *i, ii, iii, iv, v, vi*

4. For the names of monarchs (kings, queens, emperors) and when other have had the same names;

- *Henry VIII*
- *Elizabeth II*
- *Pope Benedict XVI*

5. Copyright date on films, television shows, and documentaries;

• *MXMLXXVI = 1976*

6. On public buildings, monuments and gravestones;

• *MDCCLXXXV = 1885*

7. To mark sporting events;

- *The Games of the XXVIII Olympiad*
- *The Super Bowl XLIII*

8. To number items in a list (**lower case**);

- *i Sweep the floor.*
- *ii Wash the dishes.*

9. To number paragraphs to distinguish between main sections and subsections;

• *III.2.vii*

10. To refer to wars.

- *World War I*
- *World War II*

4. DAYS OF THE WEEK

Names and abbreviations

Sunday (Sun.)

Monday (Mon.)

Tuesday (Tue.)

Wednesday (Wed.)

Thursday (Thu.)

Friday (Fri.)

Saturday (Sat.)

Note:

In British English periods/full stops are **not** used after the abbreviations.

A leap year and a leap day

- There are 365 days in one year, but in a leap year there are 366 days.
- Nearly every fourth year is a leap year. Years that can be divided evenly by 4 are leap years (2016).
- Century years are not leap years unless they can evenly be divided by 400. (2000 was a leap year, but not 1800.) Our next leap year is 2020.
- February 29 is called a leap day.

Interesting facts:

- We use the modern day Gregorian calendar.
- There are 24 hours in one day.
- Each day starts at midnight (12 o'clock at night) and ends at midnight the next day.
- There are seven days in one week.
- In most countries Sunday is considered as the first day of the week and Saturday as the seventh (last) day of the week.
- There are 52 weeks in one year.

5. MONTHS OF THE YEAR

Names and abbreviations

January (Jan.)
February (Feb.)
March (Mar.)
April (Apr.)
May (May)
June (Jun.)
July (Jul.)
August (Aug.)
September (Sept.)
October (Oct.)
November (Nov.)
December (Dec.)

Note:

In **British English** periods/full stops are **not** used after the abbreviations.

Days in each month

January (31 days)
February (28 days, 29 days in a leap year)
March (31 days)
April (30 days)
May (31 days)
June (30 days)
July (31 days)
August (31 days)
September (30 days)
October (31 days)
November (30 days)
December (31 days)

A decade, century and millennium

- There are 12 months in one year.
- **A decade is 10 years.**
- **A century is 100 years.**
- **A millennium is 1,000 years.**
- The **21st century** is the period from **2001–2100**. (It is **not** the 20th century.)

Note:

- My birthday is **in** June.
- My birthday is **on** June the 10th.

How to say year numbers

Note: The "**and**" is only used in British English.

- 1500: fifteen hundred
- 1618: sixteen eighteen
- 1786: seventeen eighty-six
- 1805: eighteen hundred (and) five/eighteen oh five
- 1932: nineteen hundred (and) thirty-two
- 2000 two thousand
- 2007 two thousand (and) seven/twenty oh seven
- 2017: Two thousand (and) seventeen/twenty seventeen

AD and BC

- **AD** stands for Anno Domini (Latin for in the year of Our Lord.)

It is used to denote years after the birth of Jesus.

Sometimes **CE** (Common Era) is preferred.

- **BC** stands for Before Christ. (From the ancient Greek word Christos.)

It is used to denote years before the birth of Jesus.

Sometimes **BCE** (Before Common Era) is preferred.

- **CE** and **BCE** are regarded as more neutral terms.

The seasons

Season	Months
spring	March, April, May
summer	June, July, August
autumn/fall	September, October, November

- The four seasons are the result of the tilting of the Earth's axis.
- Summer is the hottest season with the longest days and the shortest nights.
- When it is winter in the Northern Hemisphere, it is summer in the Southern Hemisphere.
- The longest and shortest day of the year, the summer and winter solstice, occur when the earth's axis is either the closest or farthest from the sun.
- In the Northern Hemisphere the longest day (summer solstice) is about June 21. On the same date it is the shortest day (winter solstice) in the Southern Hemisphere.
- In the Northern Hemisphere the shortest day (winter solstice) is December 21. On the same date it is the longest day in the Southern Hemisphere.

6. DATES (How to write)

Note:

- To avoid confusion, it is better to spell out the month.
- There are different ways to write dates, but it is important to be consistent.

American English

In American English dates are written in the following order: month — day — year.

- *May 11*
- *May 11, 2018*
- *Friday, May 11, 2018*

We can also write the date in numbers only.

- *05/11/2018*

Although **not commonly used in American English**, the letters (*th*, *rd*, *st*, *nd*) can be used after the number, **especially when speaking the dates**.

- *August (the) 6th*
- *February (the) 3rd*
- *January (the) 1st*
- *on June the 2nd*

British English

In British English dates are written in the following order: day — month — year.

- *11 May*
- *11 May 2018*
- *11th May 2018*
- *Friday, 11 May 2018*
- *Friday the 11th of May, 2018*
- *the 11th of May 2018*

Note:

The and **of** always have to be used together when writing dates in British English.

We can also write the date in numbers only.

- *11/05/2018*

The following letters (*th, rd, st, nd*) can be used after the number.

- *the 6th August*
- *the 3rd February*
- *the 1st January*
- *the 2nd of June*

Speaking the dates

- It is January the first. (Amer.)
- It is the first of January. (Brit.)
- We will leave on June the tenth. (Amer.)
- We will leave on the tenth of June. (Brit.)

7. USES OF THE VERB “TO BE”

Am, is, are, was, were, shall and will

1. The verb to be (**am, is, are, was, were, shall, will**) connects a noun to another noun, adjective or pronoun.

- *John **is** a **prefect**. (noun)*
- *The dogs **are** **hungry**. (adjective)*
- *Pat **is** **her** friend. (pronoun)*

2. It helps to form the present, past or future tense in a sentence.

- *Sue **is** in my class. (present tense)*
- *Sue **was** in my class. (past tense)*
- *Sue **will** be in my class. (future tense)*

	Present	Past	Future
I	am	was	shall be
He, she, it	is	was	will be
We	are	were	shall be
They	are	were	will be
You	are	were	will be

3. When something is a wish or impossible we say I **were**.

- *If I **were** a bird, I would enjoy flying.*
- *I wish I **were** taller.*

Rules for using shall and will

I **shall**, we **shall** all the others **will**.

• This rule can **change to express determination, a promise, an obligation, a command, or something inevitable.**

- *I **will** go even if you don't want me to go. (determination)*
- *He **shall** be there on time. (promise)*
- *You **shall** obey the rules. (command)*

8. ARTICLES

An article precedes a noun or the adjective describing the noun. They indicate whether a noun is specific or general.

The

The is a definite article. It refers to a specific noun or something that is one of a kind.

- *Sit on the chair. (a specific chair)*
- *The earth is round. (only one earth)*

A and an

A and **an** are indefinite articles. They do not refer to a specific noun.

- *Sit on a chair. (any chair)*
- *Would you like an apple? (any apple)*

Rules for using a and an

1. We use **an** before singular, countable nouns which begin with vowel **SOUNDS** (a, e, i, o, u.).

- *I like to eat **an** apple. (Correct)*

2. We use **a** before singular, countable nouns which begin with consonant **SOUNDS**.

- *Mandy has **a** cat.*

3. **A** and **an** are singular and cannot be used with plural nouns.

- *I have cats. (Correct)*
- *I have a cats. (Wrong)*

4. When there is an adjective before the noun, **a** or **an** should agree with the first sound in the adjective.

- *Mother has **a** pretty apron. (Correct)*

5. If there is an adverb-adjective combination before the noun, **a** or **an** must agree to the first sound in the adjective or adverb-adjective combination.

- *He loves **an** extremely beautiful girl. (Correct)*

A

a bee
a big tree
a car
a euro (sounds like **you**ro)
a European (sounds like **You**ropean)
a fox
a house
a long pole
a one (sounds like **won**)
a one-wheel bike (sounds like **won**-wheel)
a university (sounds like **you**niversity)
a useful present (sounds like **you**seful)

AN

an ape
an extra pencil
an f (sounds like **eff**)
an hour (sounds like **our**)
an honor/honour (Brit.) (sounds like **onor/onour**)
an interesting story
an iron
an old man
an honest man (sounds like **onest**)
an umbrella
an unicorn (sounds like **you**nicorn)
an X-ray (sounds like **eks**-ray)

Note:

Words are pronounced differently in some American and British accents. (Americans — **a** hospital) (some British accents — **an** hospital, because it sounds like **ospital**)

9. QUANTIFIERS

1. We use the quantifiers **much**, **many**, **a lot of** and **lots of** to talk about quantities, amounts and degree.
2. **Much**, **many**, **a lot of** and **lots of** express that there is a large quantity of something
3. We use the quantifiers **few/a few** and **little/a little** to express small quantities.
4. They can be used with or without nouns.
5. We often leave out the noun when the noun is obvious.

Examples with a noun:

- *Our dog drinks **much** water.*
- *Anne has **many** cats.*
- *Our dog drinks **a lot of** water.*
- *Our dog drinks **lots of** water.*
- *Anne has **a lot of** cats.*
- *Anne has **lots of** cats.*
- *She has only **a few** pages left to read.*
- *Very **few** people came to the party.*

Examples without a noun:

- *Will you give the dog some water? How **much**?*
- *Please pass me some spoons. How **many**?*
- *How much milk do you need? **A lot.** (or **lots**)*

Note: We do not use **a lot of** without a noun.

Much and many

We use **many** for things that **can be counted**.

We use **much** for things that **cannot be counted**.

Much and many are often used in **negative sentences** and **questions**.

- *I do not want to eat too **much** food.*

- How **many** horses does he have?

Much and many are also used in sentences with **so**, **as much as/as many as** and **too**.

- Joan made **so many** mistakes.
- Do not waste **so much** time.
- Try to do **as many** sums **as** you can.
- Eat **as much as** you want.
- I bought **too many** glasses.
- I drank **too much** gingerbeer.

Many

many glasses of water
many animals
many difficulties
many extra glasses
many interesting stories
many slices of bread
many times
many sums

Much

much water
much sand
much difficulty
much information
much traffic
much pain
much bread
much time
much work

Note:

- Mother bought **many** jars of jam.
- Do you like **much** jam on your bread?
- We have **many** hours to do the work.

- We have **much** time to do the work.

A few/few and a little/little

We use **a few/few** and **a little/little** to suggest a small quantity or not much of something.

We use **(a) few** for things that **can be counted**.

We use **(a) little** for things that **cannot be counted**.

An "a" is often used before few and little.

- *She has only **a few** sweets left. (countable)*
- ***Few** people attended the meeting. (countable)*
- *May I have **a little** sugar? (uncountable)*
- *We have **little** hope of finding our dog. (uncountable)*

A few/few

few good friends
few books
few presents
few months
few bananas
few cups
few horses
few times
few bottles of water

little

little milk
little sugar
little shy
little time
little water
little knowledge
little patience

Note: a little = some (I have a little food — I have some food.)
little = hardly any (I have little food — I have hardly any food.)

A lot of/lots of

See also: Much and many

In affirmative sentences it is preferred to use **a lot of/lots of** instead of much/many.

A lot of/lots of are not usually used in questions or negative sentences.

A lot of/lots of are used with countable and uncountable nouns.

- *The farmer has **a lot of/lots of** horses.*
- *The farmer does not have **many** horses.*
- *Does the farmer have **many** horses?*
- *There are **a lot of/lots of** books on the shelf.*

- *There were a **lot of/lots** of people in the streets.*

10. HAS, HAVE AND HAD

1. Has, have and had are important for forming the perfect tenses.

- *Mary **has** finished her homework. (present perfect)*
- *I **have** hurt my leg. (present perfect)*
- *I **had** finished my work before we left. (past perfect)*

2. They can also be used to show possession.

- *She **has** two white mice.*
- *Jenny and Suzy **have** long hair.*
- *I **had** a black pen, but now I **have** a red one.*

3. Has is used for third-person, singular pronouns (he, she ,it) and all singular nouns.

- *He **has** a friendly personality.*
- *She **has** many talents.*
- *You can still wear the shirt, it **has** only a small stain.*
- *The car **has** a huge scratch.*

4. Have is used with the pronouns **I, we, they** and **you** and all plural nouns.

- *I **have** a very nice friend.*
- *We **have** little time left.*
- *They **have** to leave early.*
- *You **have** to attend the class.*
- *All birds **have** wings.*

5. Had is the past tense of has and **have**.

- *Jane **had** two cats, but one died.*
- *I **had** a great time yesterday.*

Present tense

I (singular) **have**

He/she/it (singular) **has**

We (plural) **have**

They (plural) **have**

You (singular and plural) **have**

Past tense

I (singular) **had**

He/she/it (singular) **had**

We (plural) **had**

They (plural) **had**

You (singular and plural) **had**

Future tense

I (singular) **shall have**

He/she/it (singular) **will have**

We (plural) **shall have**

They (plural) **will have**

You (singular and plural) **will have**

11. DO, DOES AND DID

Present tense

I (singular) **do**

He/she/it (singular) **does**

We (plural) **do**

They (plural) **do**

You (singular and plural) **do**

Past tense

I (singular) **did**

He/she/it (singular) **did**

We (plural) **did**

They (plural) **did**

You (singular and plural) **did**

Future tense

I (singular) **shall do**

He/she/it (singular) **will do**

We (plural) **shall do**

They (plural) **will do**

You (singular and plural) **will do**

12. CAN, MAY AND MUST

Use **can** to say you are able to do something.

- *I **can** go with you.*

Use **may** to ask for permission to do something.

- ***May** I go with you?*

Use **must** when something is a fact.

- *I **must** remember to buy my friend a present.*

13. IF AND THEN

We join sentences with **if** when we are not sure that something will happen.

- ***If** it is a sunny day then they will go for a picnic.*

We can also use **if** without the "**then**" in the middle of a sentence.

- *They will go for a picnic **if** it is a sunny day.*

14. THE COMPOSITION OF WORDS

Root words

A word is formed by a root, with or without a prefix or suffix. The most basic form of a word is a root word.

- *I have a new **dress**.*

Prefixes

A prefix is a group of letters which is added to the **beginning** of a word to make another word with a different meaning.

- *Father needs to **repaint** the wall.*

A prefix can also be used to form antonyms.

- *I do not want to **undress** for the doctor.*

Suffixes

A suffix is a group of letters added to the **end** of a word to form a new word.

- *I **played** with the dog.*
- *It was very **thoughtful** of you to help him with his work.*

A prefix and suffix cannot be used without a root word.

Compound words

A compound word is when **two words are joined** to form a new word.

air + port	airport	my + self	myself
bed + room	bedroom	moon + light	moonlight
black + board	blackboard	out + side	outside
by + pass	bypass	pop + corn	popcorn
class + room	classroom	rain + drop	raindrop
fire + place	fireplace	sun + flower	sunflower
foot + print	footprint	sun + off	turnoff
friend + ship	friendship	up + side	upside
grand + mother	grandmother	water + melon	watermelon
key + board	keyboard	weather + man	weatherman

15. WORD DIVISION AND SYLLABLES

A syllable is a word or a part of a word that is pronounced as a **single sound**.

1. **Long words** are easier to spell when they are divided into syllables. (*Wed-nes-day, ad-ver-tise-ment*)
2. It is necessary to divide a word into syllables if it cannot fit on a line. The last part of the word is then written on the next line of the page.
3. A **hyphen** is used to mark the division.
 - Every syllable must have a vowel. (*dad*)
 - Some words have one syllable. (*mat, dish, talk*)
 - Some words have two syllables. (*mat-tress, dish-cloth, talk-ing*)
 - Some words have three syllables. (*di-vi-sion, py-ja-mas, im-por-tant*)
 - Some words have more. (*i-ma-gi-na-tion*)

Rules for word division

- Compound words are split. (*him-self, foot-ball*)
- Divide words after prefixes. (*un-safe, dis-like*)
- Divide words before suffixes. (*sharp-en, child-ish*)
- Words with two middle consonants (except ph, ch, sh, gh or th) are divided between the consonants. (*ap-ple, mon-key*)
- Never split up **ph, ch, sh, gh** or **th** because they form one sound. (*al-pha-bet, au-thor*)
- Divide before a single middle consonant. (*o-pen, i-tem*)
- Divide before the consonant before an **-le** syllable. (*Bi-ble, ea-gle*)
- Words with just one syllable cannot be divided. (*rat, still*)

Examples of word divisions

ab-bre-via-tion	ham-burg-er	lock-a-ble	om-e-let
ad-mire	hand-i-cap	lodge (1)	o-pen
aer-o-plane	hand-y	log-ic	o-rig-i-nal
af-ter-noon	hand-some	long-ish	ounce (1)
ba-by	high-er	lyr-ic	pad-dle
back-bone	i-dol	mag-net	pal-ace
can-not	ig-nore	ma-jor-i-ty	pan-cake
com-pu-ter	in-be-tween	mar-i-nade	pan-ic
door-mat	in-clude	mar-riage	par-tic-u-lar
eve-ry-one	i-tin-er-ar-y	mat-a-dor	patch-y
fa-ther	jack-et	ma-te-ri-al	per-so-nal
flex-i-ble	jeal-ous	me-te-or	pip-er
float-ing	jew-el	mil-len-ni-um	pri-cy
flu-ent	join (1))	mi-nor	proj-ect
fog-gy	ken-nel	mis-er-a-ble	ra-di-o
fruit-y	kil-o-gram	more (1)	ra-ther
fu-el	know-ing	mo-ther	reg-is-ter
fu-ture	lan-guage	neigh-bo(u)r	search (1)
gadg-et	lead-er	Neth-er-land	see-ing
gar-den-er	leath-er	nose (1)	tal-ent
ge-og-ra-phy	lim-it	nurs-er-y	tel-e-phone
gi-raffe	li-tchi	o-a-sis	us-er
goat (1)	lit-er-al	ob-serve	wor-ry-ing
golf-er	loathe (1)	Oc-to-ber	youth-ful

16. SENTENCES

1. A sentence is a group of words that contains a **verb and makes sense on its own**.

- *Jamie runs in the park.*

2. A sentence always starts with a **capital letter**.

- *The boy reads fast.*

3. It ends with a **full stop, question mark or exclamation point**.

- *My name is John.*
- *What is your name?*
- *Don't hit me again!*

- A **statement** is a fact. (*It is my dog.*)
- A **question** asks something. (*Where is Mother?*)
- An **exclamation** describes a strong emotion. (*You're hurting me!*)
- A **command** gives an order. (*Please sweep the floor.*)
- In the **negative form** no or not is used, but an antonym can also be used. (*I am not happy. I am unhappy.*)

Simple sentences

A simple sentence has one subject and one verb.

- *Jim plays tennis every day.*

Complex sentences

A complex sentence has one main clause and one or more supporting clauses.

- *Jany ran fast, although she felt ill.*

Compound sentences

When two or more simple sentences (two main clauses) are joined together, it is a compound sentence.

A compound sentence has two verbs.

- *Tim **worked** inside, but Jane **played** outside.*

Ambiguous sentences

An ambiguous sentence can have more than one meaning.

- *John hit the man with the bat.*

(Did John hit the man holding a bat or did he hit the man with a bat?)

17. CLAUSES

A clause is a group of words with a **verb and a subject**.

Two main clauses form a **compound sentence**. **See:** Compound sentences

The main (independent) clause

A main clause (verb clause) has a subject and a verb and makes sense on its own.

- *Mary **did not win**, although she tried hard.*

The subordinate (supporting, depending) clause

1. A subordinate clause gives more information about the main clause.

2. A subordinate clause always has a verb, but cannot stand alone.

- *Mary **did not win**, **although she tried hard**.*

3. A main clause and a supporting clause are joined by conjunctions. **See:** Conjunctions

- *Eric is scared of the dog **that** bit him.*

4. There are different types of subordinate clauses.

(a) The adjectival clause

An adjectival clause acts like an adjective.

They often begin with: **who, which, whom** or **that**.

- *Alice, **whom I met last week**, is very pretty.*

(b) The adverbial clause

An adverbial clause acts as an adverb. Ask: **here? when? how? or why?**

- *We eat vegetables **in order to stay healthy**.*

(c) The noun clause

A noun clause acts as the noun in a sentence.

When the words **if, how, that, whether, what, which, who, whom, whose** and **where**, are used, it is a noun clause.

- *Mary told me **that she has failed the test**.*

(d) The conditional clause

A conditional clause states a condition and a result.

These clauses include the words **if**, and/or **unless**. They often start with the word **if**.

- ***If you do well**, I'll give you a reward.*

18. PHRASES

- A phrase is **not a complete sentence**.
- It **does not contain a subject or a verb** and does not make sense on its own.
- It is used to **add detail** to a sentence.

(a) The adjectival phrase

An adjectival phrase acts the same as an adjective. It gives more information about a noun.

- *The cat with the fluffy tail is beautiful.*

(b) The adverbial phrase

An adverbial phrase acts the same as an adverb. It gives more information about a verb.

- *Enid studied as much as she could.*

(c) The noun phrase

A noun phrase replaces the noun in a sentence.

- *Father bought me a beautiful silver bangle.*

(d) The linking phrase

A linking phrase joins ideas and gives order to events.

- *Before going jogging, you have to finish your homework.*
- *Later in the afternoon, if you have done everything, you can contact Peter.*

19. THE SUBJECT, OBJECT AND PREDICATE

Sentences must always include both a subject and a predicate.
Not all sentences have a predicate.

The subject

The subject of a sentence is the person, place or thing or thing that does the **action** in the sentence. The subject is often found at the beginning of a sentence.

- *The dog chases the cat.*

The predicate

The predicate is the rest of the sentence (except the subject).

- *The dog **chases the cat.***

Not all predicates have an object.

- *The girl **plays happily.***

The **simple predicate** is the main verb in the predicate (**chases** and **plays**).

The object

The **direct object** of a sentence is the person or thing that has **an action done to it**.

(Ask who or what after the verb.)

- *Mother bought **sweets** for Liezel.*

The **indirect object** answers to whom or what **after the direct object**.

For an indirect object to appear, a sentence must first have a direct object.

- *Mother bought sweets **for Liezel.***

20. PLURALS

Rules for plurals

1. Most plurals are formed by just adding an s.

Singular	Plural	Singular	Plural
book	books	hour	hours
friend	friends	rabbit	rabbits

Note:

We never use an 's to form the plural of a **proper noun**. We only add an s. (Anns, Smiths)

2. Words ending in y. If there is a vowel before the y, just add an s.

Singular	Plural	Singular	Plural
day	days	guy	guys

3. If there is a consonant before the y, drop the y and add **ies**.

Singular	Plural	Singular	Plural
dairy	dairies	sky	skies
fairy	fairies	study	studies

4. If words end in **-ch, -s, -sh, -ss** or **-x**, add **es**.

Singular	Plural	Singular	Plural
beach	beaches	bush	bushes
box	boxes	dress	dresses

5. If a word ends in an **-f** or **-fe**, drop the **f** or **fe** and add **ves**.

Singular	Plural	Singular	Plural
thief	thieves	wife	wives
elf	elves	life	lives

Note:

Some nouns ending in **-f** or **-fe**, are made plural by only adding an **s**: roof–roofs, chief–chiefs, chef–chefs, café–cafés, safe–safes, handkerchief–

handkerchiefs, ref–refs

6. If a word ends in **-ff**, only add an **s**.

Singular	Plural	Singular	Plural
cuff	cuffs	cliff	cliffs
sniff	sniffs	puff	puffs

7. Words ending in an **-o**, add only an **s**, but some words take **es**.

Singular	Plural	Singular	Plural
piano	pianos	tomato	tomatoes
zero	zeros	buffalo	buffaloes
solo	solos	hero	heroes

8. If a word ends in **-oo**, just add an **s**.

Singular	Plural	Singular	Plural
bamboo	bamboos	zoo	zoos
kangaroo	kangaroos	tattoo	tattoos

9. Single numbers, letters and symbols form plurals by adding an **s** or **'s**.
An **apostrophe is acceptable if it is used to prevent confusion**.

- Capital letters rarely need an 's, but for clarity it is better to use 's for lower case letters.
- *She got two **Bs** and three **Cs** in her tests.*
- *You have to write your **p's** clearly.*

An apostrophe is **never** used for the plural of years.

Singular	Plural	Singular	Plural
3	3s/3's	i	i's
+	+s/+s	do	do's
\$	\$s/\$'s	CV	CVs
A	As/A's	CD	CDs
K	Ks	1960 ('60)	1960s ('60s)
a	a's	1980 ('80)	1980s ('80s)

10. Words that cannot be counted are the same in the singular and plural form.

Singular	Plural	Singular	Plural
sand	sand	information	information

11. Some words change completely in the plural form.

Singular	Plural	Singular	Plural
goose	geese	man	men
louse	lice	mouse	mice

12. The plural of a proper noun is formed by adding **s** or an **es** even if the **y** is preceded by a consonant.

Singular	Plural	Singular	Plural
Amy	Amys	March	Marches
Jones	Joneses	February	Februarys

13. If a word ends in **-is**, the **is** is changed to **es**.

Singular	Plural	Singular	Plural
crisis	crises	basis	bases

14. If a word ends in **-ful**, just add an **s**

Singular	Plural	Singular	Plural
handful	handfuls	spoonful	spoonfuls

15. In a hyphenated compound noun, an **s** is usually added to the last word.

Singular	Plural	Singular	Plural
go-kart	go-karts	set-up	set-ups

16. If a word ends in **-us**, an **es** can be added or the **-us** can be omitted and an **i** added.

Singular	Plural	Singular	Plural
focus	focuses, foci	radius	radiuses, radii

17. In words containing prepositions an s is added to the most important, usually the first, word.

Singular	Plural	Singular	Plural
son-in-law	sons-in-law	runner-up	runners-up

18. Many English words adopted from other languages, Greek and Latin words in particular, form the plural in the same way as in the original language.

Singular	Plural	Singular	Plural
medium	media	criterion	criteria
spectrum	spectra	phenomenon	phenomena
stimulus	stimula	vertebra	vertebrae

Note:

The Latin-style plural is correct in formal, scientific, or technical writing, while the English plural is better for everyday language.

Plurals (Lists)

*These nouns have the same form for both singular and plural.

Singular — Plural

A — A's

- abattoir — abattoirs
- abacus — abacuses, abaci
- abbey — abbeys
- ABC — ABCs
- ability — abilities
- able seaman — able seamen
- abnormality — abnormalities
- academy — academies
- accusation — accusations
- ache — aches
- achievement — achievements

acre — acres
acrobat — acrobats
activity — activities
actress — actresses
actuary — actuaries
addendum — addendums, addenda
adder — adders
address — addresses
adjutant — adjudants
adjutant general — adjudants general
administrator — administrators
admiral — admirals
adult — adults
adventure — adventures
advertisement — advertisements (advertizements is considered to be archaic)
advice* — advice
aeroplane (Brit.) — aeroplanes
aerobics* aerobics
agapanthus — agapanthuses
agency — agencies
agenda* — agenda, agendas
agony — agonies
agreement — agreements
aid — aids
air* — air (gas)
aircraft* — aircraft
airfield — airfields
air hostess — air hostesses
airline — airlines
air conditioner — air conditioners
airplane (Amer.) — airplanes
airport — airports
airs* — airs (affected manners)
aisle — aisles
albatross* — albatross, albatrosses
albino — albinos

album — albums
alcohol — alcohols
alga — algae
alias — aliases
alibi — alibis
allergy — allergies
alley — alleys
alligator — alligators
allowance — allowances
alloy — alloys
ally — allies
almanac — almanacs
almond — almonds
aloe — aloes
alter ego — alter egos
alto — altos
aluminum* (Amer.) — aluminum
aluminium* (Brit.) — aluminium
alumna — alumnae
alumnus — alumni
amateur — amateurs
ambulance — ambulances
ambush — ambushes
ameba — amebas, amebae
amen — amens
amoeba — amoebas, amoebae
amor (Amer.) — amors
amour (Brit.) — amours
amphitheater (Amer.) — amphitheatres
amphitheatre (Brit.) — amphitheatres
amplifier — amplifiers
anaconda — anacondas
analysis — analyses
anatomy — anatomies
ancestor — ancestors
anchor — anchors
anchovy* — anchovy, anchovies

anecdote — anecdotes
angel — angels
angelfish* — angelfish, angelfishes
anger* — anger
angle — angles
animal — animals
ankle — ankles
annals* — annals
annex/ annexe — annexes
anniversary — anniversaries
announcement — announcements
anorak — anoraks
answer — answers
ant — ants
anniversary — anniversaries
antelope* — antelope, antelopes
antenna — antennas, antennae
anthem — anthems
anthology — anthologies
anthrax — anthraces
antibody — antibodies
antilogy — antilogies
antiseptic — antiseptics
antithesis — antitheses
antrum — antrums, antra
anxiety — anxieties
aorta — aortas, aortae
apartment — apartments
ape — apes
apeman — apemen
apex — apexes, apices
apiary — apiaries
apology — apologies
apostrophe — apostrophes
apparatus* — apparatus, apparatuses
appeal — appeals
appearance — appearances

appendix (Amer.) — appendixes, appendices
appendix (Brit.) — appendixes (medical), appendices (books)
applause* — applause, applauses
apple — apples
application — applications
appointment — appointments
apollo — apollo
apprentice — apprentices
apricot — apricots
apron — aprons
apsis — apsides
aptitude — aptitudes
aqua — aquas, aquae
aquarium — aquariums, aquaria
arcade — arcades
arch — arches
archipelago — archipelagos, archipelagoes
area — areas
arena — arenas
aria — arias
aristocrat — aristocrats
arm — — arms
armadillo — armadillos
armchair — armchairs
armful — armfuls
armhole — armholes
army — armies
aroma — aromas
arpeggio — arpeggios
array — arrays
arrow — arrows
art — arts
artery — arteries
article — articles
artillery* — artillery, artilleries
artilleryman — artillerymen
artist — artists

ash* — ash, ashes
ass — asses
athletics* — athletics
atlas — atlases
attorney — attorneys
attorney general — attorneys general
auditorium — auditoriums, auditoria
aunt — aunts
aurora — auroras, aurorae
author — authors
authority — authorities
auto — autos
automaton — automatons, automata
autopsy — autopsies
aviary — aviaries
avocado — avocados
ax (Amer.) — axes
axe (Brit.) — axes
axis — axes

B — Bs

baby — babies
bacillus — bacilli
bacterium — bacteria
bag — bags
baggage* — baggage
bakery — bakeries
balcony — balconies
ball — balls
balloon — balloons
bamboo — bamboos
banana — bananas
band — bands
banjos — banjos, banjoes
barracks* — barracks
barracuda — barracudas
bash — bashes
basis — bases

basket — baskets
bat — bats
batch — batches
bath — baths
battery — batteries
bay — bays
beach — beaches
bear — bears
beau — beaus, beaux
beauty — beauties
bed — beds
bee — bees
behavior (Amer.) behaviors
behaviour (Brit.) — behaviours
belief — beliefs
bell — bells
bellows* — bellows
belly — bellies
belongings* — belongings
bench — benches
beneficiary — beneficiaries
berry — berries
best man — best men
bias — biases
biceps* — biceps, bicepses
bicycle — bicycles
bikini — bikinis
bill-of-fare — bills of fare
billiards* — billiards
binoculars* — binoculars
biography — biographies
bird — birds
bison* — bison
bistro — bistros
bitch — bitches
block — blocks
blotch — blotches

board — boards
boat — boats
body — bodies
bonus — bonuses
book — books
boot — boots
booth — booths
boss — bosses
botch — botches
bottle — bottles
boundary — boundaries
bowl — bowls
box — boxes
boy — boys
branch — branches
brandy — brandies
bravo — bravos
bread* — bread
break-in — break-ins
breeches* — breeches
bride — brides
bridegroom — bridegrooms
bridge — bridges
brigadier general — brigadier generals
brother — brothers
brother-in-law — brothers-in-law
brush — brushes
buck* — buck
bucketful — bucketfuls
building — buildings
bunch...bunches
buddy — buddies
buffalo* — buffalo, buffalos, buffaloes
building — buildings
bunch — bunches
bunny — bunnies
bureau — bureaus, bureaux

bus — buses
bush — bushes
butterfly — butterflies
buy (noun) — buys
buyer — buyers
buzz — buzzes
by-law — by-laws

C — Cs

cabby — cabbies
cactus — cactuses, cacti
cage — cages
caliber (Amer.) — calibers
calibre (Brit.) — calibres
calculus — calculuses
calf — calves
calico — calicoes, calicos
camel — camels
cameo — cameos
campus — campuses
canary — canaries
candelabra — candelabras
candle — candles
candy — candies
cannelloni* — canelloni
cannon — cannons
cano — canoes
canopy — canopies
canto — cantos
canvas — canvases
capacity — capacities
car — cars
cardinal — cardinals
cargo — cargos, cargoes
carpet — carpets
carriage — carriages
carrot — carrots
carton — cartons

cash* — cash
casino — casinos
cassette — cassettes
castaway — castaways
castle — castles
casualty — casualties
cat — cats
catch — catches
cattle* — cattle
caucus — caucuses
cave — caves
cavity — cavities
cayman — caymans
CD — CDs
celebrity — celebrities
cell — cells
cello — cellos, celli (rarely used)
cemetery — cemeteries
census — censuses
center (Amer.) — centers
centimeter (Amer.) — centimeters
centimetre (Brit.) — centimetres
centre (Brit.) — centres
century — centuries
cervix — cervixes, cervices
chair — chairs
chairman — chairmen
change* — change
charge — charges
charwoman — charwomen
chateau/château — chateaus/châteaux
check (Amer.) — checks
chef — chefs
cheque (Brit.) — cheques
cherub — cherubs, cherubim
cherry — cherries
chief — chiefs

chief of staff — chiefs of staff
child — children
chimney — chimneys
Christmas — Christmases
church — churches
cigarette — cigarettes
circus — circuses
city — cities
city-state — city-states
clash — clashes
class — classes
classics* — classics
classmate — classmates
cliff — cliffs
clock — clocks
cloth — cloths
clothes* — clothes
clown — clowns
clutch — clutches
clutter* — clutter
coach — coaches
coat — coats
cod* — cod, cods
codex — codices
colony — colonies
color (Amer.) — colors
colour (Brit.) — colours
coma — comas
combo — combos
comedy — comedies
commando — commandos
company — companies
compass — compasses
complex — complexes
computer — computers
concerto — concertos, concerti
confetti* — confetti

congratulations* — congratulations
congress — congresses
cookie — cookies
copper* — copper
copy — copies
corn* — corn
cornea — corneas
corner — corners
corpus — corpuses, corpora
corrigendum — corrigenda
cot — cots
couch — couches
counsellor (Brit.) — counsellors
counselor (Amer.) — counselors
country — countries
court-martial — courts-martial
cow — cows
crash — crashes
crisis — crises
criterion — criterions, criteria
crocus — crocuses
cross — crosses
crucifix — crucifixes
crutch — crutches
cry — cries
cuckoo — cuckoos
cuff — cuffs
cup — cups
cupboard — cupboards
cupful — cupfuls
curio — curios
curiosity — curiosities
curl — curls
currency — currencies
curriculum — curriculums, curricula
cycle — cycles

D — Ds

daily — dailies
dairy — dairies
daisy — daisies
dance — dances
darts* (game) — darts
dash — dashes
data* — data
daughter-in-law — daughters-in-law
day — days
death — deaths
decision — decisions
deer* — deer, deers
defence (Brit.) — defences
defense (Amer.) — defenses
delay — delays
delivery — deliveries
demo — demos
democracy — democracies
desk — desks
diagnosis — diagnoses
dialysis — dialyses
diamond — diamonds
diary — diaries
dictionary — dictionaries
die — dies, dice
difficulty — difficulties
director general — directors general
disability — disabilities
disco — discos
discus — discusses
dish — dishes
dislikes* — dislikes
display — displays
district — districts
ditch — ditches
dodo — dodos, dodoes
dog — dogs

dogma — dogmas, dogmata
doily — doilies
dollar — dollars
domino — dominoes
donkey — donkeys
door — doors
dormouse — dormice
dove — doves
dozen* — dozen, dozens
draftsman — draftsmen
dregs* — dregs
dress — dresses
drive-in — drive-ins
duck* — duck, ducks
duo — duos
duplex — duplexes
dust* — dust
duty — duties
duvet — duvets
dwarf — dwarfs, dwarves
dynamo — dynamos
dynasty — dynasties

E — E's

ear — ears
earnings* — earnings
echo — echoes
economics* — economics
edge — edges
egg — eggs
ego — egos
elephant* — elephant, elephants
elf — elves
elk* — elk, elks
ellipsis — ellipses
embargo — embargoes
embassy — embassies
embryo — embryos

emergency — emergencies
emphasis — emphases
encyclopaedia (Brit.) — encyclopaedias
encyclopedia, (Amer) — encyclopedias
enemy — enemies
entry — entries
epoch — epochs
equinox — equinoxes
equipment* — equipment
erratum — errata
Eskimo* — Eskimo, Eskimos
espresso — espressos
essay — essays
etch — etches
ethics* — ethics
evidence* evidence
example — examples
eye — eyes
eyeglasses* — eyeglasses

F — Fs

fabric — fabrics
face — faces
factory — factories
faculty — faculties
focus — focuses, foci
fairy — fairies
family — families
fancy — fancies
fantasy — fantasies
fatality — fatalities
father — fathers
father-in-law — fathers-in-law
fatigue* — fatigue
favor (Amer.) — favors
favorite (Amer.) — favorites
favour (Brit.) — favours
favourite (Brit.) — favourites

fax — faxes
fear — fears
February — Februarys
fee — fees
femur — femurs, femora
ferry — ferries
fetus (Amer.) — fetuses
fez — fezzes
fiasco — fiascos
fiber (Amer.) — fibers
fibre (Brit.) — fibres
fibula — fibulas, fibulae
field mouse — field mice
finger — fingers
fire — fires
fire-eater — fire-eaters
fireman — firemen
fireplace — fireplaces
fish* — fish, fishes
fisherman — fishermen
five — fives
fix — fixes
flag — flags
flagman — flagmen
flamingo — flamingos, flamingoes
flash — flashes
flat — flats
flea — fleas
flora — floras, floras
flour* — flour
flower — flowers
flush — flushes
fly — flies
foam* — foam
focus — focuses, foci
foetus (Brit.) — foetuses
folio — folios

foot — feet
forceps* — forceps
foreman — foremen
foretooth — foreteeth
fork — forks
formula — formulas, formulae
forum — forums, fora
fourteen-year-old — fourteen-year-olds
fowl* — fowl, fowls
fox — foxes
frame — frames
frequency — frequencies
fresco — frescos, frescoes
friend — friends
frog — frogs
fruit* — fruit, fruits
full moon — full moons
fungus — funguses, fungi
furniture* — furniture
futon — futons
fry (noun) — fries

G — Gs

gallery — galleries
galley — galleys
gallows* — gallows
game — games
game* (animals) — game
garage — garages
gas — gases, gasses
gash — gashes
gateau — gateaus, gateaux
gazebo — gazebos, gazeboes
genesis — geneses
genie — genies, genii
genius — geniuses
gentleman — gentlemen
genus — genuses, genera

ghetto — ghettos, ghettoes
ghost — hosts
giant — giants
giraffe* — giraffe, giraffes
girl — girls
glass — glasses
glasses* (to read with) — glasses
glove — gloves
go — goes
godmother — godmothers
go-kart — go-karts
gold* — gold
goodbye — goodbyes
goodness* — goodness
goods* — goods
goose — geese
gooseberry — gooseberries
governor-general — governors-general
graffiti* — graffiti
grain* — grain
grass* — grass, grasses
gravy — gravies
grief — griefs
gross* — gross
grotto — grottos, grottoes
group — groups
grouse* — grouse, grouses
guaranty — guaranties
guess — guesses
gulf — gulfs
guy — guys
gymnasium — gymnasiums, gymnasia
gymnastics* — gymnastics

H — Hs

hair* — hair, hairs
half — halves
halo — halos, haloes

hand — hands
handful — handfuls
handkerchief — handkerchiefs
hanger-on — hangers-on
hangman — hangmen
harbor (Amer.) — harbors
harbour (Brit.) — harbours
hat — hats
hatch — hatches
head — heads
head of state — heads of state, heads of states
headphones* — headphones
headquarters* — headquarters
heathen* — heathen, heathens
he-goat — he-goats
he-man — he-men
herbarium — herbariums, herbaria
hero — heroes
hiatus — hiatuses
hippopotamus — hippopotamuses, hippopotami
history — histories
hoax — hoaxes
hobby — hobbies
hobo — hobos, hoboese
holiday — holidays
home — homes
homework* — homework
honesty* — honesty
honor (Amer.) — honors
honour (Brit.) — honours
hoof — hoofs, hooves
hope — hopes
horse — horses
hour — hours
house — houses
housewife — housewives
humor (Amer.) — humor

humour (Brit.) — humours

hundred — hundreds

hydro — hydros

hypothesis — hypotheses

I — I's

icon — icons

idea — ideas

identity — identities

idiot — idiots

igloo — igloos

ignoramus — ignoramuses

illness — illnesses

insect — insects

inch — inches

index — indexes, indices

industry — industries

inferno — infernos

information* — information

injury — injuries

inventory — inventories

IQ — IQs

iris — irises

itch — itches

item — items

itinerary — itineraries

ivy — ivies

J — Js

Jack — Jacks

jackal — jackals

jacket — jackets

jack-in-the-box — jacks-in-the-box, jack-in-the-boxes

jacuzzi — jacuzzis

jay — jays

jeans* — jeans

jelly — jellies

jersey — jerseys

jetty — jetties

jewel — jewels
jewellery* (Amer.) — jewellery
jewelry* (Brit.) — jewelry
jockey — jockeys
joke — jokes
journey — journeys
journeyman — journeymen
joy — joys
judge — judges
jug — jugs

K — Ks

kangaroo — kangaroos
kayak — kayaks
key — keys
kibbutz — kibbutzim
kidney — kidneys
kimono — kimonos
kilo — kilos
kilometer (Amer.) — kilometers
kilometre (Brit.) — kilometres
kin* — kin
kindergarten — kindergartens
king — kings
kiss — kisses
kitchen — kitchens
kite — kites
kitty — kitties
kiwi — kiwis
kloof — kloofs
klutz — klutzes
knee — knees
knife — knives
knot — knots
knowledge* — knowledge

L — Ls

laborer (Amer.) — laborers
labourer (Brit.) — labourers

laboratory — laboratories
lad — lads
lady — ladies
lady-in-waiting — ladies-in-waiting
lamp — lamps
lap — laps
laptop — laptops
larch — larches
larva — larvae, larvas
lasagna (Amer.) — lasagnas
lasagne (Brit.) — lasagnes
lash — lashes
lass — lasses
lasso — lassos, lassoos
latch — latches
laundry — laundries
lay-by — lay-bys
laziness* — laziness
leaf — leaves
leash — leashes
leg — legs
legacy — legacies
leggings* — leggings
legislation* — legislation
lemma — lemmas, lemmata
lens — lenses
leopard — leopards
letter — letters
levy — levies
liability — liabilities
liberty — liberties
library — libraries
libretto — librettos, libretti
licence (Brit.) — licences
license (Amer.) — licenses
life — lives
lifeboat — lifeboats

lily — lilies
lieutenant — lieutenants
lieutenant colonel — lieutenant colonels
likes* — likes
linguistics* — linguistics
lion — lions
liter (Amer.) — liters
litre (Brit.) — litres
loaf — loaves
lobby — lobbies
locus — loci
logo — logos
looker-on — lookers-on
lorry — lorries
osprey — ospreys
loss — losses
lottery — lotteries
louse — lice
luck* — luck
luggage* — luggage
lunch — lunches
luxury — luxuries
lynx* — lynx*, lynxes

M — Ms

machine — machines
maestro — maestros, maestri
magistracy — magistracies
maid-of honor (Amer.) — maids-of-honor
maid-of-honour (Brit.) — maids-of-honour
maidservant — maidservants
mailman (Amer.) — mailmen
major general — major generals
majority — majorities
man — men
man-about-town — men-about-town
man-at-arms — men-at-arms
man of war — men-of-war

mango — mangos, mangoes
man-hour — man-hours
manservant — menservants
mantis — mantises, mantes
march — marches
March (month) — Marches
marriage — marriages
mark — marks
marsh — marshes
mash — mashes
mass — masses
massage — massages
master-at-arms — masters-at-arms
match — matches
mathematics* — mathematics
maths* — maths
mattress — mattresses
matrix — matrixes, matrices
maxi — maxis
maximum — maximums, maxima
means* — means
measles* — measles
meat* — meat, meats
meatus* — meatus, meatuses
mechanic — mechanics
medicine — medicines
medium — mediums (spiritualists), media (in communication systems)
melody — melodies
memento — mementos, mementoes
memo — memos
memorandum — memorandums, memoranda
memory — memories
mercy — mercies
merino — merinos
mess — messes
meter (Amer.) — meters
metre (Brit.) — metres

middle class — middle classes
midwife — midwives
millennium — millenniums, millennia
millimeter (Amer.) — millimeters
millimetre (Brit.) — millimetres
minibus — minibuses
minimum — minimums, minima
minister — ministers
minister-president — ministers-president
minority — minorities
minute — minutes
mischief — mischiefs
misery — miseries
miss — misses
mix — mixes
modulus — moduli
momentum — momentums momenta
mongoose — mongooses
monkey — monkeys
monopoly — monopolies
monthly — monthlies
mood — moods
moose* — moose
moratorium — moratoriums, moratoria
morning — mornings
mosquito — mosquitos, mosquitoes)
moss — mosses
moth — moths
mother — mothers
mother-in-law — mothers-in-law
motto — mottos, mottoes
mountain — mountains
mouse — mice
mouse (computer) — mouses
mousetrap — mousetraps
mouth — mouths
mouthful — mouthfuls

movie — movies
muck* — muck
mud* — mud
muff — muffs
mulberry — mulberries
mummy — mummies
mumps* — mumps
municipality — municipalities
museum — museums
music* — music
mutton* — mutton
mystery — mysteries

N — Ns

name — names
nanny — nannies
navy — navies
nebula — nebulas nebulae
needle — needles
neighbor (Amer.) — neighbors
neighbour (Brit.) — neighbours
nemesis — nemeses
nerve — nerves
nest — nests
neurosis — neuroses
news* — news
night — — nights
nightdress — nightdresses
ninja — ninjas
no — no's, noes
nose — noses
notice — notices
nova — novas
nucleus — nuclei
nurse — nurses
nursery — nurseries

O — O's

oaf — oafs

oasis — oases
oath — oaths
oats* — oats
observatory — observatories
oceanarium — oceanariums, oceanaria
octopus — **octopuses** (the word octopus is from Greek, not Latin)
odor (Amer.) — odors
odour.(Brit.) — odours
offence (Brit.) — offences
offense (Amer.) — offenses
office — offices
offspring* — offspring, offsprings
ombudsman — ombudsmen
opportunity — opportunities
opus — opuses, opera
orange — oranges
ostrich — ostriches
outcast — outcasts
ovum — ova
owl — owls
ox — oxen

P — Ps

packet — packets
page — pages
paint — paints
pajamas* (Amer.) — pajamas
panini — paninis
pansy — pansies
pantry — pantries
pants* — pants
paparazzo — paparazzi
paradox — paradoxes
paralysis — paralyses
parenthesis — parentheses
parish — parishes
party — parties
pass — passes

passenger — passengers
passer-by — passers-by
pastry — pastries
patch — patches
path — paths
pathway — pathways
patience* — patience
patio — patios
patty — patties
peace* — peace
peach — peaches
peg — pegs
pen — pens
penalty — penalties
pencil — pencils
pendulum — pendulums
penny — pennies, pence
people* — people, peoples (nations)
person — persons, people
Peter — Peters
pew — pews
phalanx (medical) — phalanges
phalanx (military) — phalanxes
pharmacy — pharmacies
phase — phases
PhD — PhDs
phenomenon — phenomenons, phenomena
phobia — phobias
phone — phones
photo — photos
photograph — photographs
phrase — phrases
physics* — physics
piano — pianos
piccolo — piccolos
picnic — picnics
picture — pictures

piece — pieces
pike* — pike, pikes
pill — pills
pillar — pillars
pillow — pillows
pilot — pilots
pimento — pimentos
pincers* — pincers
pinch — pinches
pipe — pipes
pitch — pitches
pizza — pizzas
place — places
plan — plans
plankton* — plankton
plant — plants
plateau — plateaus, plateaux
platypus — platypuses, platypi (seldom used)
play — plays
player — players
pliers* — pliers
plough — ploughs
pocket — pockets
podium — podiums, podia
poem — poems
poet — poets
point — points
pole — poles
police* — police
policeman — policemen
policewoman — policewomen
policy — policies
politics* — politics
polyhedron — polyhedrons, polyhedra
pomelo — pomelos
poncho — ponchos
pony — ponies

pool — pools
poppy — poppies
porcelain* — porcelain
porch — porches
pork* — pork
porter — porters
Porter — Porters
portfolio — portfolios
portico — porticos, porticoes
portmanteau — portmanteaus, portmanteaux
possibility — possibilities
postman (Brit.) — postmen
postmaster general — postmasters general
post office — post offices
posy — posies
potato — potatoes
poultry* — poultry
pound — pounds
prefix — prefixes
preliminary — preliminaries
premises — premises
present — presents
presidency — presidencies
press — presses
pretence (Brit.) — pretences
pretense (Amer.) — pretenses
prey — preys
price — prices
prince — princes
princess — princesses
principal — principals
priority — priorities
prize — prizes
pro — pros
process — processes
prognosis — prognoses
program (Amer.) — programs

programme (Brit.) — programmes
progress* — progress
proof — proofs
propaganda* — propaganda
property — properties
prospectus — prospectuses
puff — puffs
pumpkin — pumpkins
punch — punches
pupa — pupas, pupae
pupil — pupils
puppy — puppies
party — parties
push — pushes
puzzle — puzzles
pygmy — pygmies
pyjamas* (Brit.) — pyjamas

Q — Qs

quality — qualities
quail — quails
quantum — quanta
quantity — quantities
quarry — quarries
quarto — quartos
quay — quays
queen — queens
query — queries
question — questions
quilt — quilts
quiz — quizzes

R — Rs

rabbi — rabbis
rabbit — rabbits
race — races
radio — radios
radish — radishes
radius — radiuses, radii

rain* — rain, rains
rally — rallies
rash — rashes
raspberry — raspberries
ratio — ratios
ration — rations
reality — realities
reason — reasons
reef — reefs
ray — rays
reference — references
referendum — referendums, referenda
reflex — reflexes
registry — registries
remedy — remedies
reply — replies
reservoir — reservoirs
residency — residencies
responsibility — responsibilities
rhapsody — rhapsodies
rhino — rhinos
rhinoceros* — rhinoceros, rhinoceroses
rhombus — rhombuses, rhombi
rice* — rice
riches* — riches
ring — rings
risotto — risottos
river — rivers
robbery — robberies
rock — rocks
rocket — rockets
rodeo — rodeos
roof — roofs
room — rooms
rope — ropes
root — roots
rosarium — rosariums, rosaria

rose — roses
royalty — royalties
rubbish* — rubbish
ruby — rubies
rumor (Amer.) — rumors
rumour (Brit.) — rumours
runner-up — runners-up
rush — rushes
rye* — rye

S — Ss

sacrifice — sacrifices
saddle — saddles
safari — safaris
safe — safes
sailor — sailors
salami — salamis
salary — salaries
sale — sales
salesman — salesmen
salmon* — salmon, salmons
samosa — samosas
samurai* — samurai
sanatorium — sanatoriums, sanatoria
sanctuary — sanctuaries
sand* — sand
sandwich — sandwiches
sash — sashes
sauna — saunas
savage — savages
savings* — savings
savior (Amer.) — saviors
saviour (Brit.) — saviours
scarf — scarfs, scarves
scheme — schemes
schema — schemas, schemata
scheme — schemes
scholar — scholars

school — schools
scissors* — scissors
scratch — scratches
screech — screeches
screw — screws
sea — seas
seaman — seamen
secateurs* (Brit.) — secateurs
secretary — secretaries
secretary of state — secretaries of state
security — securities
self — selves
self-starter — self-starters
senior — seniors
sentence — sentences
septum — septa
sergeant major — sergeants major
seraph — seraphs, seraphim
series* — series
serum — serums, sera
servant — servants
set-up — set-ups
seven — sevens
shadow — shadows
shampoo — shampoos
shandy (Brit.) — shandies
shark — sharks
sheaf — sheaves
shears* — shears
sheath — sheaths
sheep* — sheep
shelf — shelves
shell — shells
sheriff — sheriffs
she-wolf — she-wolves
ship — ships
shipmate — shipmates

shirt — shirts
shoe — shoes
shop — shops
shorts* — shorts
shoulder — shoulders
shrimp* — shrimp, shrimps
sick* (people) — sick
side — sides
sieve — sieves
silo — silos
silver* — silver
singer — singers
sinus — sinuses
sissy — sissies
sister-in-law — sisters-in-law
six — sixes
size — sizes
sketch — sketches
ski — skis
sky — skies
slacks* — slacks
slash — slashes
sleeve — sleeves
smash — smashes
SMS — SMSs
smuggler — smugglers
snail — snails
snake — snakes
sniff — sniffs
soap* — soap, soaps
society — societies
sole* (fish) — sole, soles
soliloquy — soliloquies
solo — solos
sombrero — sombreros
son — sons
son-in-law — sons-in-law

son of a bitch — sons of bitches, sons-of-a-bitch
soprano — sopranos
SOS — SOSs
sound — sounds
space — spaces
spade — spades
spaghetti* — spaghetti
speaker — speakers
species* — species
spectacles* — spectacles
specter (Amer.) — specters
spectre (Brit.) — spectres
spectrum — spectra
speculum — specula
speech — speeches
splash — splashes
splendor (Amer.) — splendors
splendour (Brit.) — splendours
spokesman — spokesmen
spooft — spoofs
spoonful — spoonfuls
sport* — sport*, sports
sprout — sprouts
spy — spies
squid* — squid
stable — stables
stadium — stadiums, stadia
staff (music) — staves, staves
staff (people) — staffs
staff (pole, rod) — staffs, staves
stain — stains
stairs* — stairs
stamina* — stamina
stamp — stamps
stand-by — stand-bys
starch — starches
statesman — statesmen

statics* — statics
station — stations
statistics* — statistics
statue — statues
status — statuses
step — steps
stepdaughter — stepdaughters
stepsister — stepsisters
stepson — stepsons
stereo — stereos
stick — sticks
stigma — stigmas stigmata
stoma — stomas stomata
stiletto — stilettos
still life — still lifes (in paintings)
stimulus — stimuli
stitch — stitches
stomach — stomachs
storey — storeys
story — stories
stove — stoves
stratum — strata
stray — strays
stretch — stretches
strife — strifes
stripe — stripes
stroke — strokes
student — students
studio — studios
study — studies
sty — sties
stylus — styluses, styli
subsidy — subsidies
success — successes
suds* — suds
suffix — suffixes
sugar* — sugar, sugars

suit — suits
suite — suites
suitcase — suitcases
summary — summaries
summons — summonses
sunglasses* — sunglasses
superman — supermen
supply — supplies
surname — surnames
surplus — surpluses
surroundings* — surroundings
swine* — swine
switch — switches
syllabus — syllabuses, syllabi
sympathy — sympathies
symphony — symphonies
symposium — symposiums, symposia
synopsis — synopses
synthesis — syntheses

T — Ts

table — tables
tableau —tableaus, tableaux,
tablet — tablets
tacky — tackies
taco — tacos
tagliatelle* — tagliatelle
tail — tails
talisman — talismans
talon — talons
tango — tangos
tannery — tanneries
tapestry — tapestries
tariff — tariffs
tattoo — tattoos
tax — taxes
taxi — taxis
tea* — tea

teacher — teachers
teapot — teapots
tear — tears
television — televisions
tempo — tempos, tempi
ten — tens
tendency — tendencies
ten-year-old — ten-year-olds
terminus — terminuses, termini
territory — territories
thesis — theses
thanks* — thanks
that — those
theory — theories
testimony — testimonies
tête-tà-tête — tête-à-têtes
theater (Amer.) — theaters
theatre (Brit.) — theatres
thesaurus — thesauruses, thesauri
thesis — theses
thief — thieves
thing — things
this — these
thousand — thousands
three — threes
thumb — thumbs
ticket — tickets
tidings* — tidings
tie — ties
tights* — tights
time* — time, times
tin — tins
tobacco — tobaccos
toe — toes
toffee, toffy — toffees, toffies
tomato — tomatoes
tongs* — tongs

tooth — teeth
topaz — topazes
topic — topics
torch — torches
tornado — tornados, tornadoes
torpedo — torpedos, torpedoed
torso — torsos, torsi
tortellini — tortellinis
torus — tori
toss — tosses
touch — touches
tour de force — tours de force
toy — toys
traffic* — traffic
tragedy — tragedies
train — trains
trash* (Amer.) — trash
trauma — traumas, traumata
travel — travels
tray — trays
treaty — treaties
tree — trees
trench — trenches
triangle — triangles
trio — trios
trolley — trolleys
trophy — trophies
trouble* — trouble, troubles
trousers* — trousers
trousseau — trousseaus, trousseaux
trout* — trout, trouts
truck — trucks
truss — trusses
try — tries
tsunami* — tsunami, tsunamis
tulip — tulips
tummy — tummies

tuna* — tuna, tunas
turf — turfs
turkey — turkeys
turtle — turtles
tuxedo — tuxedos, tuxedoes
tweezer — tweezers
twitch — twitches
two — twos
typo — typos

U — U's

ultimatum — ultimatums, ultimata
uncle — uncles
uniform — uniforms
unity — unities
university — universities
URL — URLs
use — uses
uterus — uteruses, uteri
utility — utilities

V — Vs

vacancy — vacancies
valley — valleys
value — values
van — vans
vapor (Amer.) — vapors
vapour (Brit.) — vapours
variety — varieties
varsity — varsities
veal* — veal
vegetable — vegetables
vehicle — vehicles
venison* — venison
venue — venues
vermin* — vermin
verse — verses
vertebra — vertebrae
vertebrate — vertebrates

vertex — vertexes, vertices
vespers* — vespers
vest — vests
vestry — vestries
veterinary — veterinaries
veto — vetoes
victory — victories
video — videos
virtuoso — virtuosos, virtuosi
virus — viruses
viscus — viscera
vita — vitae
vocabulary — vocabularies
voice — voices
volcano — volcanos, volcanoes
volley — volleys
voluntary — voluntaries
vortex — vortexes, vortices
vote — votes
voter — voters
vowel — vowels
W — Ws
wage — wages
wagon — wagons
waitress — waitresses
walk — walks
wall — walls
wallaby — wallabies
walrus — walruses
waltz — waltzes
war — wars
warehouse — warehouses
warrant — warrants
wash — washes
washer woman — washer women
washing* — washing
water* — water, waters

watch — watches
wave — waves
way — ways
wealth* — wealth
week — weeks
weekly — weeklies
whale — whales
wharf — wharfs, wharves
wheat* — wheat
wheel — wheels
whip — whips
widow — widows
wife — wives
wind — winds
window — windows
wine* — wine, wines
wisdom* — wisdom
wish — wishes
witch — witches
witness — witnesses
wolf — wolves
woman — women
woman doctor — women doctors
woman of the street — women of the street
wool* — wool
word — words
worm — worms
worry — worries
wrench — wrenches
wrist — wrists
writer — writers

X — Xs

Xhosa* — Xhosa, Xhosas
X-ray — X-rays

Y — Ys

yacht — yachts
yard — yards

year — years

yeast* — yeast

yelp — yelps

yeoman — yeomen

yes — yeses

yolk — yolks

youngberry — youngberries

yourself — yourselves

yo-yo — yo-yos

yuppy — yuppies

Z — Zs

zebra* — zebra, zebras

zero — zeros, zeroes

zip — zips

zoo — zoos

Zulu — Zulus

Examples of plurals of names and surnames

Singular	Plural	Singular	Plural
Abby	Abbys	Charles	Charleses
Alan	Alans	Charlie	Charlies
Aldrich	Aldrichs	Clarence	Clarences
Alec	Alecs	Harry	Harrys
Alex	Alexes	Hophouse	Hophouses
Alexander	Alexanders	James	Jameses
Amy	Amys	June	Junes
Angela	Angelas	Kennedy	Kennedys
Ashley	Ashleys	Lee	Lees
Atkins	Atkinses	Murphy	Murphys
Barry	Barrys	Rodriquez	Rodriquezes
Ben	Bens	Smith	Smiths
Bennett	Bennetts	Stevens	Stevenses
Brown	Browns	Thomas	Thomases
Bush	Bushes	Wendy	Wendys
Carlos	Carloses	Williams	Williamses
Cartwright	Cartwrights	Wright	Wrights

21. SYNONYMS

Words with the **same**, or **nearly the same**, meaning

abandon — leave, quit, desert
abduct — steal, kidnap
ability — skill, talent, competence
able — competent, fit, capable
about — about, nearly, roughly
abbreviate — shorten, abridge, condense
abroad — overseas
absent — away, gone
abstain — resist, withhold, refrain
absurd — ridiculous, stupid, foolish, silly
abundance — plenty, ample, exuberance
abusive — insulting, offensive, scolding
accomplish — perform, fulfill
accord — agreement
accurate — exact, precise, right, correct
ache — pain, soreness, distress
acquire — achieve, obtain, collect, attain
actor — performer, player
acute — serious, severe, urgent, vital
adamant — rigid, stubborn, unshakable, firm, insistent
additional — extra, more, added
admit — confess, accept, acknowledge
adore — admire, honor/honour (Brit.)
cherish, idolize/idolise (Brit.), worship
advantage — benefit, blessing, profit
adversity — misfortune, misery, poverty
afraid — scared, fearful, anxious, terrified
aggressive — angry, cross, hostile
aid — help, assist
alliance — partnership, agreement, coalition, pact
allow — permit, assist

amazing — incredible, unbelievable, fabulous, fantastic
ambition — desire, dream, hope
amount — quantity, total, sum
ample — lots, unlimited, abundant, extensive
angry — aggressive, mad, furious
animosity — hatred, resentment, bitterness, antagonism
annoy — irritate, harass, disturb, trouble
annually — yearly
answer (n) — reply, response
anxious — worried, concerned, distressed, uneasy
argue — quarrel, fight, differ
ask — inquire, request
assault — attack
assemble — store, hoard, gather
assembly — meeting, conference, gathering
assist — help, aid, relieve
astonish — surprise, amaze
attach — join, link, unite
attempt — try, seek, strive
average — moderate, acceptable adequate, fairish
away — absent, gone, missing
awful — terrible, bad, dreadful
baby — infant, newborn
baggage — luggage, bags, belongings
basic — simple, easy, elementary
battle — fight, conflict, combat, war
beach — shore, coastline, sand
beat — win, conquer, defeat, overcome
beautiful — pretty, lovely, stunning
beg — plead, implore, appeal
begin — start, commence, initiate
beliefs — principles, opinions, views
belly — stomach, tummy, abdomen
bend — curve, arch
beneath — under, below, underneath
benefit — advantage, gain, profit
benign — curable, good, favorable/favourable (Brit.)

best — finest, excellent, splendid
big — large, immense, vast
bizarre — weird, strange, creepy
blank — empty, space, gap
blunder — mistake, error, fault
blunt — direct, insensitive, undiplomatic
boast — brag
boffin — genius, Einstein, mastermind
brave — fearless, bold, daring
break — fracture, demolish
brief — short, quick, fast
bright — shiny, gleaming, clever (person)
brisk — quick, lively, sprightly
broad — wide, extensive, immense
brusque — gruff, discourteous, abrupt
brutal — cruel, barbarous, pitiless, savage
bucket — pail, container
busy — active, occupied, engaged
buy — purchase, acquire, obtain
cab — taxi (Brit.)
calamity — disaster, misfortune, catastrophe
calm — quiet, peaceful, tranquil
come — approach, arrive, appear
candy — sweets (Brit.)
capable — efficient, competent, skilful
careful — cautious, watchful, alert, vigilant
cargo — load, freight, goods, contents
celebration — party, festivity, fete, ceremony
center/centre (Brit.) — middle, midpoint
certain — sure, positive, confident, definite
chance — opportunity, option, break
chaos — confusion, disorder
characteristics — qualities, features, appearance
chat — talk, gossip, babble
cheap — inexpensive, worthless, inferior
cheer — shout, applaud, praise
cheerful — happy, sunny, gay, joyous

chief — leader, boss, ruler head
chiefly — mainly, importantly, primarily
chilly — cold, cool, breezy
clean — spotless, unblemished, washed, unsoiled
clear — bright, sparkly, unobstructed
close — shut
cold — chilly, icy, freezing, wintry
collect — gather, compile, assemble, accumulate
command — order, instruct, authorize/authorise (Brit.), direct
commence — begin, initiate, launch, start
companion — friend, colleague, associate
compassion — sympathy, kindness, tenderness
competent — fit, capable, qualified, suitable
complete — finish, finalize/finalise (Brit.), conclude, end
conceal — hide, cover, disguise, camouflage
concise — brief, condensed, compact, abridged, compressed
confine — restrict, bind, limit, narrow, impute
conflict — disagreement, argument, quarrel, dispute
confused — mixed up, puzzled, baffled, perplexed, bewildered
considerate — thoughtful, kind, caring, understanding
conspiracy — plot, scheme, plan, complot, treachery
contrary — opposite, conflicting, opposing, different
convict — prisoner, criminal, offender, villain
constant — steadfast, everlasting, ceaseless
contract — agreement, commitment, arrangement
correct — right, accurate, exact, precise
corridor — passage, hallway, aisle, foyer
courage — bravery, heroism
crazy — mad, insane, foolish, irrational, senseless, bizarre
criteria — requirements
crooked — bent, curved, winding
cross — angry, annoyed, irritated, frustrated
cruel — unkind, vicious, brutal, mean, nasty, pitiless
cunning — sly, devious, shrewd, sneaky, foxy
custom — habit, way, norm, tradition
customary — usual, general, habitual, normal, popular, traditional
cry — weep, sob, bawl, shout, yell, scream

damage — harm, impair, hurt, ruin
danger — risk, jeopardy, threat, hazard, trouble
dangerous — harmful, unsafe, risky, hazardous
data — information, facts, records, files
daybreak — dawn, sunrise, daylight
dazzling — shining, glittering, sparkling, brilliant
deceive — cheat, betray, trick
decide — determine, choose, resolve
declare — announce, proclaim, state, inform
decline — discard, reject, refuse
dedicated — committed, loyal, devoted, keen, enthusiastic
definite — exact, specific, certain, fixed
deliberated — planned, contemplated
delicate — fragile, frail, slight, flimsy
delicious — appetizing, scrumptious, enjoyable
depart — leave, proceed, go
describe — portray, report, explain, portray, depict
despair — hopelessness, despondency, desperation
desperate — frantic, anxious, distressed, worried
destiny — fate, future, expectation
destruct — destroy, ruin, demolish, exterminate, wreck
devoted — fond, affectionate, loving, dedicated
difference — disagreement, contrast, incompatibility
difficult — hard, complicated, tricky, complex
dirty — soiled, unclean, filthy, foul, impure
disappear — vanish, leave, abandon
disapprove — dislike, reject, condemn, object, criticize/criticise (Brit.)
discard — reject, remove, dump, ditch
disclose — reveal, expose, unveil, unfold
discount — reduction, markdown, rebate
disease — sickness, ailment, disorder
disgrace — shame, degradation, disrespect, dishonor/dishonour (Brit.)
dismal — sad, gloomy, depressing, dreary
dispute — argument, quarrel, row, disagreement, conflict
distant — far, remote, inaccessible
dizzy — dazed, shaky, faint, lightheaded, unsteady
do — execute, perform, finish, accomplish, achieve

doleful — cheerless, unhappy, miserable, down, sad
dreadful — awful, horrible, frightful, alarming
drowsy — sleepy, tired, dopy, dreamy
dull — boring, uninteresting, dreary
dusky — dark, hazy, dim, gray/grey (Brit.)
eager — keen, enthusiastic, interested
easy — simple, uncomplicated, straightforward, effortless, unproblematic
educate — teach, instruct, coach, train
elevate — raise, lift, hoist, heighten,
embark — board, go on, go aboard, set out
embrace — hug, cuddle, hold, cradle
emerge — appear, arrive, surface, turn up
emit — eject, discharge, transmit, throw out
emotion — passion, feeling, sensation, sentiment, reaction
emperor — ruler, leader, monarch, head of state
enchanted — charmed, fascinated, entranced, captivated
end stop, finish, terminate, close, conclude, finish off, cease
enemy — foe, opposition, foe, opponent, rival, competitor
enlarge — increase, magnify, expand, amplify
enormous — big, huge, colossal, massive, immense, gigantic, vast
enough — sufficient, adequate, abundant, ample, plentiful
*enquire/inquire — ask, query, question, investigate
*In American English inquire is mostly used for all questions.
In British English enquire is used for general questions and inquire for more formal matters like investigations.
enrage — madden, infuriate, anger, madden, irritate, provoke
epilogue — postscript, conclusion, ending
equal — alike, corresponding, identical, equivalent, duplicate
erase — delete, cancel, obliterate, remove, eliminate, wipe out
error — mistake, fault, miscalculation, error, wrong
essential — necessary
evaluate — assess, estimate, calculate, value, classify
event — affair, ceremony, happening, occasion, celebration
evil — bad, wicked, malicious, immoral, hateful, hideous, vicious
exact — precise, truthful, accurate, identical, perfect, specific
exaggerate — enlarge, overstate, overstress, misrepresent, overdo

excellent — brilliant, outstanding, exceptional, superb, accomplished, exquisite
except — apart from, excluding, omitting, rejecting
excess — surplus, overload, overabundance, extra, additional
exit (v) — leave, go out, depart
explain — clarify, define, justify
extend — lengthen, stretch, prolong
exterior — outside, outer, outdoor, surface
extravagant — excessive, lavish, wasteful, profuse
extreme — severe, drastic, intense, maximum, ultimate
fabric — material, cloth, textile
fabulous — fantastic, amazing, superb, incredible, spectacular, marvelous
fact — truth, law, reality, certainty
faint — weak, dizzy, unstable, fragile
fair — just, impartial, objective, honest
faith — belief, trust, hope, loyalty
faithful — loyal, dedicated, trustworthy, genuine
fall — drop, plunge, tumble
false — untrue, fake, unfounded, deceptive
famine — starvation, hunger, food, shortage, deprivation
famous — well-known, renowned, distinguished, notorious
fantastic — excellent, wonderful, great, fabulous
fast — quick, rapid, speedy, hasty, swiftly
fasten — connect, bind, join
fat — obese, stout, plump, chubby
fatal — deadly, incurable, terminal, lethal
fate — destiny, lot, future
fault — mistake, error, inaccuracy, wrongdoing
fear — fright, terror, horror
feline — catlike
feminine — womanly, ladylike, girlish, dainty, effeminate
fetch — bring, take, carry, retrieve, get, obtain
fierce — violent, aggressive, ferocious, vicious, dangerous
filthy — dirty, impure, foul, soiled, mucky
final — conclusive, last, finishing, ultimate
finish — complete, end, close, terminate, cease
firm — steadfast, adamant, strict, strong, unshakable

flawless — perfect, unspoiled, undamaged, faultless, spotless
flimsy — frail, delicate, fragile, weak
foolish — silly, stupid, unwise, crazy
forecast — predict, estimate, foretell, guess
foreigner — immigrant, foreign person, newcomer, outsider
formerly — previously, before, earlier, in the past
fortunate — lucky, happy, prosperous, blessed
fraction — part, segment, portion, section, fragment, piece
fragile — breakable, delicate, brittle
frail — flimsy, weak, sickly, vulnerable
frank — open, honest, truthful, trustworthy, reliable
frantic — desperate, panicky, anxious, hysterical
fraud — fake, scam, deceit, hoax, deception
frequent — often, regularly, numerous times, repeatedly
frighten — scare, terrify, startle, shock, horrify
function (v) — operate, work, act, perform, behave
fundamental — basic, crucial, primary, essential, important
funny — humorous, amusing, comical, silly, hilarious
furious — angry, cross, mad, upset, fuming, enraged
futile — unsuccessful, worthless, fruitless, useless, unimportant
garbage — rubbish, trash, junk, waste, litter, debris
genre — category, type, kind, field, sort
gentle — kind, calm, tender, placid
get — acquire, obtain, find, collect, gather, receive
ghastly — horrible, awful, shocking, appalling, frightful
gift — present, reward, donation, contribution
glad — happy, joyful, delighted, pleased, grateful, content
glitter — sparkle, twinkle, shimmer, dazzle, flash
glimpse — view, see, spot, peep
gloomy — depressing, cheerless, somber, dismal
go — depart, move, proceed
good — fine, excellent, suitable, honorable/honourable (Brit.)
grab — seize, take, snatch, grasp, catch
grateful — thankful, obliged, pleased, gratified, glad, indebted
grave — serious, solemn, grim, unsmiling, sober
grief — sorrow, heartache, anguish, misery, unhappiness, agony
gross — improper, rude, coarse, vulgar, outrageous, shameful

grumpy — ill-tempered, miserable, unhappy, gloomy
guest — visitor, caller
guide — leader, controller, mentor
gust — breeze, wind
habit — custom, way, style, routine, pattern, manner, tendency, tradition
handsome — attractive, good-looking, striking, beautiful, gorgeous
handy — skillful, able, competent, ingenious
happy — joyful, pleased, contented, delighted, cheerful, ecstatic, glad
harass — torment, bother, trouble, annoy, worry, bully, pester
hard — difficult, complicated, demanding, challenging, troublesome, problematical
harm — hurt, injure, wound, abuse, ruin
haste — hurry, speed, rush, swiftness, quickness
hate — dislike, despise, loathe, detest
have — hold, possess, own, get, acquire
havoc — chaos, disorder, catastrophe, mayhem, turmoil, confusion
hazardous — dangerous, unsafe, harmful, risky, dicey, threatening
headstrong — stubborn, obstinate, determined, intractable, willful
hectic — chaotic, frantic, confused, feverish, exciting, unsettled
help — assist, aid, support, encourage
heritage — legacy, birthright, inheritance, bequest, estate
hesitant — reluctant, unwilling, unenthusiastic, cautious, uncertain, wary
hide — conceal, cover, shield, protect, disguise, camouflage
hideous — revolting, gruesome, repulsive, ugly, horrible, dreadful, awful, disgusting
high — tall, soaring, elevated, towering, skyscraping, steep
highest — maximum, top, ultimate, supreme, topmost, most, uppermost, superlative
hijack — kidnap, take over, grab, seize
hilarious — funny, humorous, entertaining, hysterical, laughable, amusing
hint — tip, clue, suggestion, insinuation, reminder, sign
holiday — vacation, leave, recess
home — residence, house, dwelling, apartment, quarters
hot — warm, blistering, sizzling, scorching, blazing, sweltering, flaming
humorous — funny, entertaining, hilarious, witty, comical, amusing
hurry — rush, race, hasten, accelerate
hurt — injure, damage, harm, punish, wound, disable

idea — concept, opinion, plan, view
ill — sick, injured, harmed, abused, in pain
illegible — unreadable, scrawled, scribbled, unclear
illustration — drawing, sketch, image, design, picture, artwork
imitation — copy, duplicate, replication, impersonation, replica
immaculate — perfect, spotless, neat, exquisite, flawless
immediately — instantly, now, promptly, rapidly, urgently, at once
immense — huge, gigantic, massive, enormous, vast, colossal
impact — collision, crash, blow influence, consequences, impression, effect
impartial — neutral, unbiased, objective, unprejudiced, balanced
implore — beg, plead, appeal, urge
important — vital, valuable, primary, principal, distinguished (person)
incapable — unable, unqualified, incompetent, unfit, inadequate, unsuited
incision — cut, slit, laceration
inconsiderate — thoughtless, selfish, uncaring, insensitive, careless, ungracious
increase — enlarge, raise, surge, growth, escalation, gain
infamous — notorious, shameful, disgraceful, hateful, scandalous
infant — baby, newborn, nursling
infect — contaminate, poison, pollute, spoil, spread
infinite — endless, boundless, vast, countless, unlimited, everlasting
informal — casual, easygoing, relaxed, comfortable
innocent — blameless, legitimate, uninvolved, cleared, guiltless, honest
insane — mad, stupid, senseless, ridiculous, foolish, crazy, deranged
insolvent — bankrupt, indebted, broke, financially ruined
insomnia — sleeplessness, wakefulness, restlessness
inspect — examine, review, check/cheque (Brit.), investigate, oversee
instructions — directions, orders, guidelines, information, commands
instrument — tool, device, utensil, apparatus, appliance, equipment
insufficient — inadequate, deficient, scarce, faulty, incomplete, unsatisfactory
integrity — honesty, reliability, truthfulness, virtue, sincerity
intelligent — clever, smart, gifted, intellectual, bright, sharp, brilliant, wise
intend — plan, mean, propose, expect, aim, think, contemplate
interesting — exciting, fascinating, engaging, attractive, intriguing, captivating
invoice/bill — statement, account

jail/gaol (Brit.) — prison
jealous — envious, resentful, green-eyed
job — occupation, work, career, profession, employment
jolly — merry, jovial, cheerful, friendly, happy, joyful, festive
journalist — reporter, correspondent, columnist, writer
joy — delight, happiness, enjoyment, pleasure, gladness
jumpy — nervous, jittery, tense, edgy, restless, anxious
justice — fairness, integrity, honesty, rightness, lawfulness
keen — eager, interested, enthusiastic
keep — hold, retain, maintain, sustain
kid — child, toddler, youngster, baby, infant
kill — slay, execute, assassinate, murder
kind — affectionate, benevolent, caring, gentle, nice, kindhearted, compassionate
lack — need, want, scarceness, shortness, shortcoming
large — big, massive, enormous, huge, great, gigantic
law — rule, act, ruling, commandment, regulation, legislation, order
lazy — idle, inactive, sluggish
leap — jump, dive, leap, bounce, fly, rocket, surge
learn — study, memorize/memorise (Brit.), absorb, master, prepare
legacy — inheritance, birthright, heritage, bequest, heirloom, estate
legalize/legalise (Brit.) — authorize/authorise (Brit.), validate, permit, allow, approve
lethal — deadly, fatal, mortal, harmful, disastrous, malignant, toxic, devastating
liberty — freedom, independence
link — connect, join, combine, attach, tie, fasten
listen — hear, pay attention, take note, observe, concentrate
little — small, tiny, minute, miniature, petite, slight
load — cargo, freight, consignment, amount, contents, goods
loathe — despise, dislike, detest, hate
look — see, glance, stare, observe
lots — many, plenty, loads, masses, heaps, stacks
loud — noisy, roaring, thunderous, deafening, piercing
love — like, admire, fancy, cherish, adore
lowest — minimum, slightest, bottom, shortest, least
loyal — faithful, genuine, devoted, trustworthy, reliable, dependable

lucid — clear, bright, brilliant, gleaming, shining, radiant
mad — insane, crazy, delirious, foolish, daft, deranged, nutty
mail — post (Brit.), letters, packages
make — create, invent, produce, get, prepare, create, construct
manage — control, achieve, bring about, accomplish, execute, succeed
mania — obsession, craze, passion, desire, enthusiasm, infatuation
marriage — wedding, matrimony
massacre — slaughter, carnage, extermination, butchery, holocaust, genocide, murder
massive — large, immense, enormous, huge, colossal, big, vast, gigantic
match — contest, game, competition, test, race
maybe — perhaps, possibly, credible, conceivable, feasible, obtainable, can be
maximum — largest, biggest, best, extreme, utmost, top, superlative
mend — repair, correct, restore, fix, rectify, reconstruct, revamp
mentor — teacher, tutor, guide, advisor, coach, instructor, trainer
messy — dirty, cluttered, grimy, filthy, disorganized/disorganised (Brit.)
midget — dwarf, midge, manikin, small person, gnome
mild — gentle, placid, calm, kind, meek, mellow, subdued, easygoing
minimum — smallest, least, slightest, bottom, tiniest
mischievous — playful, naughty, sportive
misery — distress, sadness, despair, grief, unhappiness, agony, anguish, hardship
mistake — fault, error, misstep, blunder, miscalculation
moan — complain, wail, sigh, groan, complain, grumble
modern — contemporary, up-to-date, new, present, current, fresh, stylish
moist — humid, damp, clammy, wet, soggy, drizzly
moody — temperamental, changeable, irritable, unstable, sulky
morals — beliefs, standards, principles, ethics, integrity, manners
motivate — inspire, encourage, influence, stimulate, drive, excite
mournful — sad, anguished, somber, doleful, cheerless, grieving, depressed
massive — large, gigantic, big, great, enormous, vast, colossal, immense
mystery — secret, puzzle, problem, question, vagueness
naive — childlike, innocent, simple, ignorant, trusting, inexperienced
nasty — disgusting, horrible, vicious, mean, evil, hateful, unpleasant
naughty — disobedient, ill-disciplined, misbehaved, headstrong, disorderly

near — close, nearby, adjoining, neighboring/neighbouring (Brit.), bordering, alongside, beside
neat — tidy, orderly, well-organized, arranged, uncluttered, precise
necessary — essential, crucial, needed, obligatory, required
new — recent, current, contemporary, modern
next — following, subsequent, succeeding, after
nice — pleasant, good, lovely, fine, enjoyable, wonderful, delightful
noon — midday, twelve o'clock
normal — regular, customary, usual, typical, standard, common
notable — striking, prominent, famous, remarkable, important, distinguished
notify — inform, alert, report, advise, tell, announce, brief, disclose, reveal
numerous — many, copious, plenty, several, abundant
obese — fat, stout, overweight, large, plump
obscure — secluded, unclear, incomprehensible, vague, concealed, hidden
observe — watch, view, see, notice, detect, discover, look at,
recognize/recognise (Brit.)
obvious — clear, evident, noticeable, distinct, distinguishable
occupant — resident, dweller, occupier, lodger, householder, possessor
ocean — sea
odd — strange, weird, funny, abnormal, unusual, eccentric, peculiar, uncommon
odor/ odour (Brit.) — smell, scent, aroma, fragrance, flavor/flavour (Brit.)
often — frequently, repeatedly, regularly, much, continuously
old — frail, weak, aged (person), archaic (words), dilapidated (house)
opportunity — chance, opening, occasion, excuse, moment
optimistic — positive, expectant, enthusiastic, hopeful, idealistic
oral — verbal, spoken, voiced, vocal
ornament — decoration, enhancement, beautification, trimming, accessory, enrichment
outgoing — friendly, spontaneous, extrovert, sociable, friendly, easy, informal, unrestrained
outlook — prospect, view, vision, perspective, direction, prospect, expectation, forecast
overlook — miss, omit, disregard, skip, ignore, fail to notice
oversee — supervise, manage, run, administer, watch, command
pageant — show, parade, procession, display, celebration

pain — ache, agony, discomfort, hurt, illness, misery, soreness, suffering
pants — trousers, shorts, slacks
part — section, share, piece, chunk, portion, share
particular — specific, certain, precise, actual, exact, distinct
partner — companion, friend, helper, spouse, mate, colleague, accomplice, assistant
pastor — preacher, minister, priest, reverend
peak — top, summit, highest-point, crest
peculiar — strange, odd, bizarre, funny, irregular, weird, unconventional
peddler — hawker, vendor, seller, street-seller, marketer, costermonger
perception — insight, opinion, viewpoint, assessment, view, understanding, thoughts, idea
perfect — flawless, impeccable, faultless, excellent, superb, splendid
perhaps — possibly, maybe
peril — danger, jeopardy, threat, pitfall, endangerment
permission — consent, approval, agreement, clearance, blessing
persist — continue, pursue, persevere, carry on, endure, insist
personal — private, subjective, individual, delicate, secret, intimate, laborers/labourers (Brit.)
pessimistic — negative, gloomy, unenthusiastic, distrustful, sad, despondent, downhearted
picky — choosy, finicky, particular, critical, fussy, fault-finding
pile — heap, mass, stack, batch, load, hoard, collection
pity — sorrow, empathy, kindness, compassion, sympathy, sadness, tenderness
plan — plot, scheme, design, map
plead — beg, implore, appeal, request, pray, ask
pleasant — delightful, lovely, enjoyable, nice, charming, cheerful, delightful
poor — needy, impoverished, broke, insolvent, penniless, bankrupt
popular — well-liked, favorite/favourite (Brit.), admired, famous, prominent
port — harbor/harbour (Brit.), docks, seaport, anchorage, wharf, dockyard
position — situation, site, point, place, location, area
possessions — belongings, assets, property, goods, wealth
possibility — chance, likelihood, feasibility, probability, opportunity

posterior — after, later, following, succeeding, rear, back, behind, last, hindmost

praise — compliment, honor/honour (Brit.), admire, commend, congratulate, applaud

prank — trick, hoax, joke

preacher — pastor, minister, missionary, vicar, reverend, clergy, evangelist

precise — accurate, specific, exact, particular, actual

predict — forecast, expect, foretell, envision, anticipate

predicament — dilemma, problem, crisis, dilemma, mess, difficulty, deadlock

preface — foreword, prologue, introduction, preamble

pretty — beautiful, lovely, striking, gorgeous, stunning, cute, dazzling

proceed — continue, go on, advance, go ahead, progress, move on

produce — create, make, construct, generate, manufacture, fabricate, cultivate, develop

productive — creative, industrious, dynamic, constructive, energetic

proposal — suggestion, plan, scheme, outline, idea, program/programme (Brit.), design

propose — suggest, recommend, advise, offer, submit, introduce, urge

prosper — thrive, bloom, flourish, grow, advance, benefit, gain

protect — shield, defend, guard, save, safeguard, cover, secure

provide — supply, give, grant, bestow, present, offer, contribute, support

purchase — buy, obtain, get, acquire, pay for

purpose — aim, goal, target, intention, ambition, direction, plan

qualities — characteristics, abilities, assets, virtues, advantages

quantity — amount, mass, number, capacity, size, load, pile, bulk, sum

quarrel — argument, clash, dispute, squabble, disagreement, fight, row

quenching — satisfying

query — inquiry, question, concern, request

quickly — fast, hastily, swiftly, rapidly, hurriedly, speedily, immediately, promptly, briskly

quiet — silent, still, tranquil, peaceful, calm

quit — resign, leave, depart, abandon, go, withdraw

quote — retell, repeat, cite, mention, recall

rage — anger, frenzy, fury, animosity, madness, violence, outburst

raise — lift, elevate, hoist, construct, erect

rare — unusual, unique, exceptional, infrequent, strange, extraordinary, uncommon

ravenous — starving, hungry, famished, ferocious

readable — clear, understandable, legible, precise

real — genuine, actual, factual, authentic, honest, solid, substantial, true

reality — truth, genuineness, certainty, absoluteness, concreteness

rear — back, last, end, following, hindmost, posterior

reasonable — fair, sensible, realistic, practical, sound, logical, thoughtful

reassure — comfort, uplift, soothe, support, assure, encourage, console, inspire

reckless — careless, thoughtless, irresponsible, uncontrolled, inattentive, daring

recover — heal, redeem, restore, improve, retrieve, cure, regain

reduce — decrease, cut, diminish, lessen, lower, slash

refugee — fugitive, migrant, exile, evacuee, immigrant, foreigner, expatriate

regain — recover, reclaim, salvage, retake, recapture, retrieve, repossess

regret — remorse, shame, guilt, repentance, anguish, concern, bitterness, discomfort

regular — consistent, usual, normal, standard, conventional, standard, typical, common

renowned — famous, great, outstanding, well-known, prominent, distinguished, outstanding

reliable — trustworthy, dependable, steadfast, decent, consistent, good, respectable

remark — comment, note, statement, explanation, conclusion, note, opinion

remedy — cure, medicine, medication, antidote, drug, treatment

remorse — sorrow, repentance, guilt, shame, anguish, compassion, grief

remote — secluded; far-off, isolated, distant, inaccessible, faraway, apart, lonesome

renovate — restore, revamp, recondition, renew, repair, modernize/modernise (Brit.)

replica — duplicate, imitation, copy, reproduction, model

reply — answer, response, account, reaction, acknowledgment/acknowledgement (Brit.)

reporter — journalist, writer, columnist, editor, newsperson, interviewer

repulsive — hideous, revolting, disgusting, repellent, offensive, hateful, nasty

respond — reply, react, answer, acknowledge

rest — relax, take it easy, doze, drowse, idle, loaf, recline, slumber, unwind

restrain — confine, hold back, control, constrain, detain, hamper, prevent, limit

restrict — limit, confine, check/cheque (Brit.), curb, control, reduce, regulate

retract — withdraw, back down, cancel, deny, reverse, revoke, abjure, retreat

reveal — display, disclose, tell, affirm, admit, confess, explain, declare, inform, report

rich — wealthy, well-off, prosperous, loaded, affluent

right — correct, true, good, accurate, precise, exact, perfect, spot-on, immaculate

roomy — spacious, large, sizable, big, wide

route — way, course, direction, road, lane, track, path, trail

rubbish — waste, refuse, litter, garbage, debris, junk, rubble

rude — impolite, unmannerly, discourteous, offensive, disrespectful, coarse

rule — govern, reign, administrate, run, lead, control, manage

sacred — holy, religious, blessed, spiritual, angelic, pure

sad — unhappy, gloomy, down, miserable, depressed, blue, sorrowful, dismal

sadistic — cruel, heartless, inhuman, violent, aggressive, perverted, barbarous

safe — secured, protected, sheltered, intact, guarded, snug, shielded, unharmed

satisfied — content, convinced, gratified, pleased, positive

save — rescue, recover, revive, free, salvage, resuscitate

scanty — skimpy, flimsy, revealing, inadequate, tight, insufficient, sparse, minimal

scare — frighten, startle, terrify, petrify, daunt, shock, terrorize/terrorise (Brit.)

scared — afraid, frightened, terrified, fearful, disturbed, horrified, petrified

scream — yell, shout, cry, howl, wail

sea — ocean

section — part, sector, unit, piece, division, segment, portion, fragment, part

see — look, view, stare, spot, perceive, notice, detect, distinguish, observe, watch
select — choose, pick, decide on, decide, take, mark
sensitive — delicate, vulnerable, emotional, nervous, touchy
several — many, numerous, various, considerable
shiver — tremble, shudder, shake, quiver, vibrate
show — display, exhibit, present, demonstrate
sidestep — avoid, bypass, evade, ditch, elude, duck, dodge
significant — meaningful, important, major, valid, noteworthy, big, considerable
similar — alike, duplicate, identical, comparable, related, coinciding
simple — easy, straightforward, uncomplicated, clear, understandable
sincere — honest, frank, genuine, earnest, trustworthy, unaffected
slaughter — kill, murder, slay, butcher, massacre, destroy
sleek — smooth, shiny, glossy, lustrous, silky
sleepy — drowsy, tired, somnolent, dull, dozey, dozy, listless, snoozy
slender — slim, trim, willowy, lean, slight, thin, frail, lanky, skinny
slow — unhurried, gradually, leisurely, relaxed, passive, stagnant, reluctant
sly — cunning, nifty, shrewd, crafty, mischievous, skillful, devious, crooked
smack — hit, spank, whack, strike, clap, punch
smell — odor/odour (Brit.), scent, fragrance, aroma, stench, stink
solitary — alone, lonely, unsocial, private, introverted, independent, friendless, aloof
sorrow — grief, sadness, distress, regret, mourning, unhappiness, agony, misery, suffering
sound — noise, crash, echo, thud, crunch, clatter, splash
special — particular, distinct, extraordinary, unusual, different, exceptional, unique
steady — firm, sturdy, solid, stable, secure, fixed, durable, safe, immoveable, reliable
stern — strict, unyielding, harsh, hardhearted, unsympathetic, firm, rigid
stop — cease, discontinue, end, finish, halt, hold, pause, quit, stall refrain, stay
strange — odd, peculiar, unusual, unfamiliar, irregular, uncommon, queer, weird
strong — powerful, muscular, sturdy, tough, big, forceful, robust, capable
suggest — propose, advocate, recommend, advise, submit, commend, offer

sure — certain, definite, real, positive, absolute, clear

swiftly — quickly, rapidly, promptly, fast, suddenly, speedily, hastily,
instantly

symbolize/symbolise (Brit.) — represent, indicate, signify, suggest, imply,
illustrate

synopsis — summary, outline, abrigment/abridgement (Brit.), recap, review

take — hold, catch, seize, grasp, acquire, remove, accept, have, collect,
receive, attain

talk — chat, speak, communicate, gossip, tell, babble, chant, voice, discuss,
negotiate

tall — high, giant, towering, soaring, high-reaching, sky-high, skyscraping

tantrum — outburst, fit, rage, frenzy, flare-up, temper, anger

tell — declare, disclose, reveal, advise, explain

temper — mood, attitude, temperament, nature, character, personality

thrive — prosper, develop, succeed, grow, advance, shine, progress

tidy — neat, immaculate, organized/organised (Brit.), orderly, uncluttered,
clean, well-groomed

trainer — coach, mentor, advisor, teacher, guide, instructor, tutor, lecturer

transform — change, convert, alter, renovate, reconstruct, revamp, remodel

trouble — distress, anguish, anxiety, worry, misfortune, difficulty

true — genuine, accurate, right, precise, exact, valid, real, actual

trustworthy — reliable, honest, dependable, honorable/honourable (Brit.),
responsible, trusty

try — attempt, test, evaluate, experiment with, investigate, prove, examine,
inspect

ugly — hideous, frightening, horrible, unpleasant, terrifying, ghastly,
repulsive, gruesome

umpire — referee, mediator, official, arbitrator, ref, judge, assessor,
inspector, peacemaker

unbiased — fair, impartial, neutral, unprejudiced, honest, even-handed, just,
objective

uncommon — unusual, scarce, exceptional, special, rare, infrequent,
surprising, odd, bizarre

uncooked — raw, rare, fresh, unprepared

under — below, beneath, underneath, bottom, downward, down, lower

unfortunate — unlucky, ill-fated, bad, unsuccessful, disastrous, adverse,
doomed

unhappy — miserable, downhearted, depressed, gloomy, dismal, sad
unique — special, exclusive, exceptional, matchless, rare, uncommon, particular
urge — beg, commend, advise, plead, encourage, implore, request
use — utilize/utilise (Brit.), employ, apply, control, manage, operate, handle
usually — generally, mainly, frequently, regularly, typically, commonly, routinely
value — cost, price, rate, amount, worth, charge, expense
vanquish — conquer, overcome, defeat, crush, overpower, beat, overturn
vary — differ, fluctuate, change, alter, deviate, convert, transform
vast — huge, massive, gigantic, immense, enormous, big, tremendous
verify — confirm, prove, validate, authenticate, certify, check/cheque (Brit.)
vital — essential, important, essential, critical, crucial, necessary, needed, cardinal
vivid — clear, brilliant, bright, intense, vibrant, rich, colorful/colourful (Brit.), striking
wage — pay, earnings, income, remuneration, salary
want — desire, crave, yearn, hunger, fancy, wish, ache, long for, lust, pine
warm — hot, melting, perspiring, sweltering, roasting, sizzling, scorching
warranty — guarantee, assurance, promise, contract, security
way — route, path, direction, road, access
weak — faint, frail, fragile, shaky, powerless, weakened, wobbly, sickly, delicate, flimsy
withstand — resist, survive, endure, combat, hold off, confront, contest, oppose
wizard — magician, sorcerer, witch doctor, enchanter, fortuneteller
writer — author, journalist, novelist, essayist, reporter, correspondent, editor, columnist
wrong — incorrect, inaccurate, unsuitable, faulty
yearly — annually, once a year
yearn — crave, long for, desire, hunger for, lust, pine
yell — scream, shout, cry, shriek, howl, roar, wail
zero — nothing, nil, nought, naught, blank

A **metonym** is a word or expression used as a substitute for a closely related word.

- He started to drink.
- **He took to the bottle.**
- The restaurant has good food.
- The restaurant has a good **menu**

22. ANTONYMS

able — unable, incapable, incompetent, unskilled, ineffective, useless
abnormal — normal, familiar, ordinary, regular, standard, conventional, usual
above — below, under, beneath, underneath, lower
absent — present, attending, existing, here
abundant — scarce, needy, poor, insufficient, lacking, sparse, rare
accept — refuse, deny, reject, decline, disapprove, disagree, oppose, condemn
acceptable — unacceptable, bad, unrespectable, unsuitable, unsatisfactory
accomplish — fail, forfeit, destroy, miss, lose, abandon, give up
accurate — careless, faulty, false, imprecise, inaccurate, unsuitable, invalid
active — passive, unmovable, inactive, fixed, calm, dormant, immobile, lazy, slow
add — subtract, decrease, deduct, delete, reduce, lessen, detach, remove
admire — despise, dislike, disapprove, condemn, hate, detest, scorn
admit — deny, abstain, dispute, disagree, reject, disregard, dismiss, expel
advance — retreat, stop, recede, back down, withdraw, turn
affirmative — negative, dissenting, unfavorable/unfavourable (Brit.)
afraid — fearless, brave, unworried, courageous, calm, confident, heroic, valiant
age — youth, adolescence, childhood, infancy
aggressive — peaceful, apathetic, calm, easy-going, shy, timid, meek
agree — disagree, disapprove, differ, oppose, reject, decline, clash, object
alive — dead, deceased, lifeless
alone — together
all — none, nothing, naught, zero
allow — forbid, deny, reject, disallow, prohibit, protest, refuse, disapprove, resist, oppose
ally — enemy, foe, antagonist, opponent, opposition, detractor
always — never, at no time
ancient — modern, current, new, up-to-date, fashionable, stylish, popular
anxiety — calmness, calm, ease, peace, contentment, security, composure
apex — base, bottom

appear — disappear, vanish, abandon, hide, conceal, depart, miss, leave
appoint — dismiss, reject, disallow, fire, retract, refuse
approve — disapprove, decline, reject, condemn, disregard, dislike, despise,
refuse, oppose
arrive — depart, go, leave, abandon, disappear
arrogant — modest, timid, meek, humble, unsure, shy
artificial — natural, genuine, real, unaffected, sincere, unpretentious
ascend — descend, decrease, drop, fall, decline, lower
assemble — disperse, destroy, disperse, distribute, divide, separate,
demolish
assent — dissent, disagreement, refusal, denial, opposition, disapproval,
rejection
assistance — resistance, blockage, hindrance, damage, handicap, harm,
obstruction
assorted — similar, the same, like, unvaried, identical, duplicate
attack — defend, support, assist, aid, guard, help, protect, shelter, shield,
retreat, withstand
awake — asleep, unaware, ignorant, bored, calm
awful — terrific, delightful, beautiful, pretty, attractive, good, great,
wonderful, pleasing
back — front, forward, proceed, advance, go forward, beginning, first,
current
bad — good, happy, great, lucky, pleasing, fortunate, wonderful, beneficial,
honest, just, worthy
barbaric — refined, civilized/civilised (Brit.), kind, cultured, nice, gentle
barren — fertile, fruitful, moist, wet, productive, cultivated, useful
base — summit, top, highest point
bashful — bold, forward, confident, aggressive
beaten — unbeaten, won, undefeated, unconquered
beautiful — ugly, horrible, repulsive, disgusting, unattractive, hideous
before — after, behind, later
begin — end, stop, cease, complete, finish, close, conclude
beginning — end(ing), conclusion, completion, outcome, finale,
epilog/epilogue (Brit.)
behave — misbehave, unmannered, rowdy, improper, naughty, bad, unruly
believable — unbelievable, improbable, unlikely, unconvincing, unreliable

benediction — malediction, refusal, disfavor/disfavour (Brit.),
condemnation
beneficial — useless, bad, harmful, disadvantageous, worthless,
unrewarding
benevolent — malevolent, hateful, cruel, merciless, mean, unkind, spiteful
benign — malignant, harsh, cancerous, unfriendly, violent, bad, severe,
hostile, harmful
bent — straight, direct, unswerving
best — worst, poorest, inferior, least, incorrect, unimportant, fewest
betrayal — loyalty, honesty, devotion, truthfulness, faithfulness, protection,
support
better — worse, more ill, sicker
big — small, little, tiny, short, insignificant, minute, slight, minor
bitter — sweet, pleasant, kind, friendly, gentle, mild, easy, nice, wonderful,
soothing
black — white
blame — praise, compliment, approve, applaud, flatter, commend
bless — curse, condemn, criticize/criticise (Brit.), humiliate, shame,
disapprove
blonde — brunette, dark
blunt — sharp
bold — timid, cautious, meek, weak, shy, reserved, apathetic, quiet,
subdued
bottom — top, highest point, summit, peak
brave — cowardly, scared, fearful, frightened, afraid, cautious, meek, weak
broad — narrow, limited, slight, miniature, little, thin
broad-minded — narrow-minded, conservative, prejudiced, intolerant
buoyant — despondent, gloomy, apathetic, down, morose, unhappy, upset,
inactive, sad
busy — idle, inactive, lazy, unemployed
buy — sell, trade, market, auction
capable — incapable, clumsy, incompetent, stupid, unable, useless,
unskilled
captivity — freedom, liberty, independence
capture — release, free, let go, discharge, rescue, save, dismiss
carefree — sad, worried, depressed, troubled, unhappy, anxious

careful — careless, reckless, foolish, idiotic, inaccurate, negligent, lax, unwise
casual — formal, smart, evening wear
cause — effect, result, conclusion, end, consequence, outcome
certain — uncertain, doubtful, indefinite, false, unclear, questionable, vague, unfixed
chaos — order, neatness, tidiness, properness
cheap — expensive, costly, unreasonable, dear, valuable, worthy, priceless
chubby — slim, slender, lean, thin, skinny
civilized/civilised (Brit.) — uncivilized/uncivilised (Brit.), uncultured, unkind, barbarous, unrefined
clean — dirty, contaminated, impure, filthy, soiled, unclean, polluted, stained
clever — foolish, unintelligent, foolish, stupid, idiotic, unwise, brainless, senseless
close — open, unblock, free, release, unlock
cloudy — clear, transparent, bright, brilliant, cloudless, sunny
clumsy — handy, agile, athletic, coordinated, graceful
cold — hot, warm, sizzling, burning, blistering, blazing, fiery, sweltering, flaming, steaming
colossal — tiny, small, little, miniature, minute
comfort — discomfort, discontent, inconvenience, misery, unhappiness, sadness, depression
complex — simple, clear, direct, apparent, obvious, plain, evident
compliment — insult, blame, criticize/criticise (Brit.), dishonor/dishonour (Brit.), condemn
conceal — expose, disclose, uncover, reveal, show, tell
concrete — abstract, flexible, indefinite, insubstantial
conflict — agreement, harmony, peace, surrender, approval, accord, assist
connect — disconnect, divide, separate, dissociate, detach, loosen
continue — stop, discontinue, condemn, cease, end, retreat, quit, finish
convex — concave
cool — hot, warm, sweltering, sizzling, roasting, flushed, broiling
correct — wrong, incorrect, false, inaccurate, invalid, flawed
corrupt — honest, honorable/honourable (Brit.), respectable, trustworthy, good, ethical, noble
courage — cowardice, timidity, weakness, fear, faint-heartedness

courageous — cowardly, fearful, meek, cautious, afraid, timid, weak
coward — hero, brave person, aggressor, conqueror, superman
creditor — debtor, giver, donor, borrower
crooked — straight, unbent, untwisted, horizontal
cruel — kind, friendly, compassionate, decent, gentle, humane, pleasant, merciful, nice
curse — bless, praise, compliment, aid, help, comfort
dangerous — safe, good, harmless, honest, kind, secure, stable, guarded
dark — light, clear, luminous, sparkling, brilliant, shining, radiant, vivid
dawn — dusk, sunset, evening, sundown
day — night, darkness, evening
dear — cheap, inexpensive, worthless, low-priced, valueless
death — life, birth
decent — improper, rude, inappropriate, bad, unacceptable, unfit, unsuitable, unrefined
decline — accept, approve, grant, allow, agree, praise, flourish, progress
decrease — increase, expand, compliment, extend, raise, enlarge, grow, improve, add
deep — shallow
defeat — victory, success, accomplishment, win, triumph
defendant — complainant, accuser, plaintiff, suer
deliberate — accidental, careless, inattentive, thoughtless, unplanned, unintentional
delightful — unpleasant, horrible, repulsive, offensive, bad, unhappy, disappointing
demand — supply, give, please, grant, offer, present
deny — admit, accept, approve, agree, allow, support, assist, aid, welcome, permit
depart — arrive, enter, come, land, disembark, get there, reach, check in
depth — height, tallness, top, crest, peak, crown, highness, summit
desirable — undesirable, disgusting, evil, repulsive, unattractive, useless
despair — hope, comfort, joy, encouragement, pleasure, happiness, joyfulness
deteriorate — improve, increase, elevate, strengthen, cure, fix, heal
different — similar, like, the same, alike, resembling, correspondent
difficult — easy, simple, effortless, plain, straightforward, uncomplicated
dirty — clean, spotless, orderly, neat, sterile, tidy

disappoint — please, assist, encourage, delight, excite, satisfy
discord — harmony, agreement, accord, coordination, coherence, unity,
order
discreet — indiscreet, tactless, inconsiderate, careless, rash, foolish,
thoughtless
dislike — enjoy, like, adore, admire, cherish, love, fond, respect
dismal — cheerful, happy, bright, pleasant, joyful, hopeful
diversity — unity, agreement, sameness, similarity
doubtful — certain, reliable, decided, safe, clear, definite, secure, sure,
stable, trustworthy
drab — colorful/colourful (Brit.), interesting, bright, cheerful, nice,
exciting, inspiring
dress — undress, take off, uncover, disrobe, reveal, bare
dry — wet, damp, moist, soaked, soggy, watery
dwarf — giant
eager — reluctant, half-hearted, unresponsive, apathetic, emotionless,
uninterested
early — late, later, deferred, postponed, delayed
east — west
ebb — flow
educated — uneducated, stupid, inexperienced, unrefined, uncultured,
illiterate
elementary — advanced, complex, complicated, additional, extra, hard,
difficult
emigrant — immigrant, migrant, refugee, newcomer, foreigner, outsider
employ — dismiss, lay off, fire, discharge, lose, release
empty — full, filled, bursting, crammed, packed, crowded, stocked,
brimming, loaded
encourage — discourage, dishearten, upset, sadden, trouble, dampen,
hinder, disapprove
enjoy — dislike, hate, detest, disapprove, condemn, despise
entirely — partly, inadequately, incompletely, partially
epilogue — prologue, introduction, preface, preamble, prelude, beginning
equal — unequal, unbalanced, uneven, irregular, different, mismatched,
unlike, variable
even — uneven, irregular, unbalanced, not level
ever — never, not ever, no way, certainly not

everybody — nobody, no one
evil — good, happy, kind, modest, decent, noble
exact — inaccurate, approximate, flawed, wrong, vague, incorrect, unreliable
excess — shortage, lack, need, insufficiency, scarcity, deficiency
exclude — include, add, contain, involve, combine, cover, incorporate, accommodate
exhale — inhale, breathe in, gasp, pant
exit — entrance, way in, doorway, entry, foyer, lobby, porch, portal
fact — lie, untruth, invention, distortion, fiction, fabrication
fail — pass, achieve, succeed, accomplish, deliver, complete, obtain, prosper, gain, win
failure — success, improvement, increase, accomplishment, benefit, blessing, achievement
fair — unfair, deceitful, dishonest, illegitimate, illegal, devious, prejudiced, misbehaving, unjust
false — true, right, correct, accurate, authentic, genuine, honest, sound, trustworthy, valid
far — near, close, nearby, adjacent, adjoining, neighboring/neighbouring (Brit.), bordering
far-fetched — acceptable, believable, realistic, genuine, decent, fair, respectable
fashionable — dated, old-fashioned, unfashionable, out-of-date, archaic, obsolete
fast — slow, clumsy, unhurried, leisurely, gradual, relaxed, lazy, reluctant
fat — lean, skinny, thin, frail, slim, slight, little, slender
fearful — fearless, courageous, unafraid, daring, brave, heroic, valiant, unflinching
feminine — masculine, manly, macho, hunk
few — many, a lot, much, lots, numerous, masses, loads, plenty, countless, abundant
find — lose, misplace, mislay, displace
finish — start, begin, commence, construct, create, introduce, initiate, open
first — last, final, ending, conclusion, end, completion, finale
flexible — rigid, inflexible, firm, intractable, stiff, unbendable, unyielding
flimsy — strong, sturdy, firm, thick, solid, heavy
float — sink, go under, submerged, disappear

follow — lead, precede

folly — wisdom, knowledge, intelligence, judgment/judgement (Brit.)

forbid — allow, permit, tolerate, authorize/authorise (Brit.), favor/favour (Brit.), approve

forget — remember, learn, recall, recollect, revive, memorize/memorise (Brit.)

formal — casual, informal, relaxed, ordinary, unaffected

found — lost, misplaced, gone, mislaid, vanished, hidden, disappeared, obscured

freedom — captivity, confinement, imprisonment, custody, constraint

friend — enemy, foe, opponent, rival, competitor, antagonist, opposition, contender

friendly — hostile, aggressive, antagonistic, unfriendly, mean, hateful, nasty, militant

full — empty, unfilled, bare, dry

funny — serious, logical, sensible, wise, sad, unhappy, tragic, unamusing

future — past, formerly, previously, some time ago, in the past

gay — sad, depressed, unhappy, discouraged, worried, upset, miserable, gloomy, down

genius — idiot, fool, moron, jerk, imbecile, simpleton

give — take, deny, conceal, withhold, hold, hinder, keep, refuse, refrain

glad — sad, heartbroken (**See:** gay)

glory — dishonor/dishonour (Brit.), shame, discredit, disgrace, abuse, degradation, scandal

go — come, arrive, enter, stay, stop, wait

good — bad, unacceptable, unsuitable, useless, detestable, evil, mean, rotten, wicked

gorgeous — ugly, awful, unattractive, horrible, repulsive, hideous, appalling

gradual — fast, quick, speedy, swift, hasty, rapid, dashing, hurried

grateful — ungrateful, unappreciative, ungracious, thankless, dissatisfied, unpleasant

guilty — innocent, blameless, uninvolved, pure, honest, impeccable

hamper — assist, help, aid, back, support, boost, reinforce

handsome — unattractive, ugly, repellent, unappealing, repulsive, revolting

haphazard — orderly, methodical, neat, arranged, tidy, organized/organised (Brit.)

happiness — sorrow, distress, unhappiness, grief, sadness, misery, heartache

happy — sad, unhappy, gloomy, down, depressed, miserable, dismal, cheerless
hard — soft, flimsy, cushioned, fluffy, velvety, silky, fleecy, feathery
harm — protect, assist, help, aid
harsh — gentle, tender, compassionate, courteous, good, sympathetic, considerate, friendly
hate — love, cherish, like, admire, adore, worship, treasure
healthy — ill, sick, unwell, ailing, off-color/colour (Brit.), unhealthy, run-down
heavy — light, weightless, buoyant, feathery, agile, flimsy, delicate, lightweight, portable
hectic — calm, composed, peaceful, unruffled, tranquil, relaxed, serene, placid
help — hinder, block, delay, deter, hamper, prevent, obstruct, impede, curb
heroic — cowardly, timid, weak, afraid, frightened, fearful
hideous — attractive, pretty, handsome, beautiful, stunning, striking, glamorous, lovely
hide — reveal, show, unveil, exhibit, uncover, bare, unmask
high — low, bottom, deep, under, beneath, sunken
hit — miss (a ball)
hoist — lower (a flag)
honest — dishonest, untruthful, corrupt, lying, deceitful, crooked, shady, cunning
honor/honour (Brit.) — disgrace, blame, evil, immorality, blemish, indecency, degradation
hope — despair, doubt, disbelief, hopelessness, discouragement, pessimism
hopeful — hopeless, apathetic, pessimistic, depressed, discouraging, despairing, gloomy
host — guest
hostile — friendly, favorable/favourable (Brit.), kind, helpful, good, hospitable, pleasant
humane — cruel, sadistic, brutal, merciless, heartless, vicious, vindictive, hateful, evil
humble — boastful, proud, bragging, arrogant, bigheaded, vain, immodest, pompous
hurt — unhurt, unharmed, uninjured, safe, well, all right

ideal — unsuitable, unfit, inadequate, unacceptable, improper, irrelevant, discordant

idle — busy, engaged, occupied, unavailable, working, overloaded

impatience — patience, tolerance, self-control, calmness, passiveness

import — export, sell overseas

important — unimportant, irrelevant, insignificant, slight, minor, meaningless, unnecessary

impoverished — rich, wealthy, prosperous, well-off

include — exclude, reject, prohibit, prevent, expel, ignore, omit, block, eliminate, disallow

increase — decrease, lessen, cut, shrink, reduce, fall, drop, depreciate, subside, lower

inferior — superior, better, improved, excellent, exceptional, good, remarkable, exclusive, expert

injustice — fairness, justice, equality, objectivity, decency, honesty, equity, integrity, humanity

inner — outer, external, exterior, outside, exposed

inside — outside, outdoor, external, open-air

insignificant — important, notable, high-ranking, prominent, outstanding, prominent, noteworthy

interesting — uninteresting, unconcerned, apathetic, indifferent, distant, aloof, uninvolved

interior — exterior, outside, outer

intoxicated — sober, not drunk, clear-headed, abstinent

join — separate, detach, disjoin, disconnect, divide, loosen, release

joy — grief, sadness, heartache, pain, agony, unhappiness, misery, remorse, distress

junior — senior, leading, older, experienced

just — unjust, partial, unfair, undeserved, unmerited, unreasonable, prejudiced, unjustified

justice — injustice, unfairness, dishonesty, corruption, illegality, lawlessness

kindle — extinguish, terminate, eliminate, end

kind — unkind, mean, unfriendly, hostile, unpleasant, uncaring, bad, inconsiderate

kindness — cruelty, wickedness, unkindness, vindictiveness, meanness, inhumanity

knowledge — ignorance, unawareness, illiteracy, inexperience, innocence, simplicity
landlord — tenant, occupier, lodger, boarder
last — first, leading, original, primary, earliest, former, fundamental, introductory
late — early, punctual, prompt
latitude — longitude
laugh — cry, sob, weep, bawl, howl, wail, whine
learn — teach, lecture, explain, coach, instruct, direct, train, brief, inform, guide
left — right
legal — illegal, unlawful, banned, prohibited, dishonest, illegitimate
forbidden, criminal
lengthen — shorten, abbreviate, condense, reduce, abridge, decrease, lessen, trim
light — dark/heavy
like — hate, dislike, detest, despise, loathe
live — die, pass away, perish
lock — unlock, open, unbolt
long — short
lose — win, succeed, accomplish, earn, obtain, receive
loss — gain, increase, improvement, achievement, addition, acquisition, benefit, progress, profit
loud — soft, quiet, melodious, low, gentle, muted, mellow, soothing, sweet, subdued
love — hate, despise, loathe, detest, dislike, disapprove
lovely — ugly, horrible, dreadful, unattractive, revolting, awful, appalling
loyal — unfaithful, deceitful, false, treacherous, disloyal, cheating, unreliable, two-faced
lucky — unlucky, unfortunate, unsuccessful, unhappy, ill-fated
mad — sane, collected, rational, sensible, wise, reasonable, balanced, sound, composed
majority — minority, secondary, section, element
many — few, less, insufficient, hardly, any, limited, scarce, rare, little, skimpy
married — single, unmarried
massive — small, tiny, little, minute, frail, diminutive, petite, miniature

master — servant, helper, assistant, worker, servant, employee
mature — immature, young, youthful, undeveloped, childish, inexperienced, juvenile
maximum — minimum, smallest, least, slightest, tiniest
messy — clean, sparkling, spotless, hygienic, uncontaminated, bright, immaculate, sterile
miser — spendthrift, waster, spender
mobile — static, motionless, stationary, stagnant, unmoving, inactive, rigid
modern — ancient, old-fashioned, antique, olden, archaic, old-fashioned
monotony — variety
mount — dismount
much — little, tiny, minute, slight, limited, small amount, hardly any
narrow — wide, broad
nasty — kind, gentle, good, nice, refined, wonderful, decent, friendly, helpful, compassionate
near — far, distant, remote
neat — untidy, unkept, disorderly, sloppy, messy, chaotic, disarranged, slovenly, shabby
nervous — calm, relaxed, peaceful, composed, unruffled, tranquil, serene, placid
new — old, outdated, former, archaic, previous, dated, antique, old-fashioned, old-time
noise — silence, quiet, calmness, peace, stillness
normal — abnormal, different, eccentric, extraordinary, rare, unusual, exceptional, strange
north — south
obedient — disobedient, neglectful, disloyal, unfaithful, misbehaving, rebellious, obstinate
objective — prejudiced, partial, unfair, unrealistic, opinionated
occupied — vacant, empty, unoccupied, available, untaken
often — seldom, rarely, infrequently, scarcely, irregularly, hardly
old — young, youthful, immature, adolescent, inexperienced
open — close, shut, bar, seal, lock
oppose — support, assist, aid, help, promote
optimist — pessimist, doubter, cynic, worrier
oral — written, printed, on paper, inscribed, typed, scriptural

order — chaos, disorder, loudness, indecency, confusion, violence, lawlessness

outrageous — reasonable, moral, commendable, gentle, acceptable, good, pleasing, sensible

outside — inside, indoors, interior

over — under, below, underneath, beneath

overdue — premature, early, too soon

painful — painless, good, easy, great, pleasant, delightful, wonderful

patient — impatient, agitated, frustrated, intolerant, unwilling

peace — war, battle, conflict, warfare, bloodshed, hostility, fight, struggle, rivalry, attack

peaceful — hostile, violent, disordered, agitated, unfriendly, aggressive, antagonistic, hateful

permanent — temporary, provisional, momentary, short-term, interim, acting, substitute

permit — forbid, prevent, prohibit, ban, block, disallow, oppose, deny, restrict, obstruct, veto

play — work, toil, labor/labour (Brit.)

pleasant — unpleasant, cold, horrible, distasteful, nasty, bad, repulsive, troublesome, hostile

plural — singular, one

poison — antidote, remedy, antitoxin, cure, counteragent, neutralizer/neutraliser (Brit.)

polished — unpolished, vulgar,, bad-mannered, rough, coarse, insulting, barbaric, indecent

polite — rude, disrespectful, offensive, abusive, crude, uncivil, graceless, impolite

poor — rich, wealthy, prosperous, loaded, well-off

positive — negative, unconstructive, pessimistic, unenthusiastic, discouraging, depressing

poverty — wealth, plenty, richness, abundance, excess, luxury

praiseworthy — disgraceful, shocking, shameful, outrageous, appalling, dreadful, offensive

predecessor — successor, replacement, follower

present — absent, gone, out, missing, not present, away

pretty — ugly, unsightly, repulsive, unattractive, repelling, dreadful, disgusting

primitive — civilized/civilised (Brit.), polished, refined, cultured, educated, polite, sophisticated

probable — improbable, unlikely, dubious, doubtful, questionable, unbelievable, far-fetched

professional — amateur, casual, beginner, learner, apprentice

profound — superficial, sketchy, shallow, flimsy, slight, general, insignificant, meaningless

prohibit — allow, let, permit, agree, approve, support, empower, authorize/authorise (Brit.)

promote — degrade, lower, damage, reduce, humiliate, degenerate, downgrade, belittle

proper — improper, indecent, unacceptable, rude, inappropriate, shocking, immoral, vulgar

prosperity — failure, disappointment, disaster, fiasco, loss, downfall

protect — harm, hurt, injure, damage, ruin, shatter, wreck, crush, ill-treat

public — private, confidential, intimate, personal, concealed, secret, exclusive, hidden

punish — reward, help, compliment, assist, praise, protect, boost

pure — impure, corrupt, dishonest, false, obscure, contaminated, indecent

qualified — unqualified, inadequate, unsuitable, incapable, inefficient, incompetent, unfit

question — answer, reply, agreement, acceptance, resolution

quick — slow, unhurried, leisurely, sluggish, lazy, relaxed, passive, reluctant, slack

quiet — noisy, rowdy, loud, deafening, boisterous, disorderly

rapid — slow, gradual, unhurried, leisurely, relaxed, slack, lazy, sluggish

reckless — careful, wary, alert, watchful, cautious, attentive, apprehensive, guarded, observant

relevant — unrelated, incompatible, inapplicable, insignificant, unfitting, unsuitable

reliable — unreliable, false, corrupt, undependable, dishonest, bad, fraudulent, deceptive

religious — unbelieving, unholy, unsacred, atheistic

remember — forget

repulsive — appealing, charming, attractive, fascinating, likable/likeable (Brit.), cute, lovable

respect — disrespect, hate, condemn, disregard, ignore, disobey, insult, belittle
rest — work, advance, begin, go, continue, labor/labour (Brit.), start, move
rich — poor, impoverished, lacking, destitute, needy
rigid — flexible, supple, stretchy, bendable, adjustable, formable, movable/moveable (Brit.)
right — left/wrong, incorrect, mistaken, inaccurate, false, untrue
rough — smooth, soft, silky, velvety, fine
rural — urban, city, town
sad — happy, glad, pleased, joyful, cheerful, delighted, blissful, jubilant, merry
safe — dangerous, unsafe, risky, treacherous, daring, threatening, hazardous, deadly
same — different, unlike, diverse, contrasting, incomparable, mismatched, unequal
sane — insane, stupid, senseless, foolish, ridiculous, crazy, deranged, mad, irrational, mental
scarce — plentiful, ample, sufficient, abundant, common
seldom — often, many times, frequently, repeatedly, regularly, recurrently, continuously
selfish — unselfish, kind, giving, generous, benevolent, considerate, charitable, open-handed
sell — buy, purchase, obtain, acquire
senseless — wise, sensible, clever, educated, informed, experienced, smart
sharp — blunt
short — long, tall, lengthy
sick — well, healthy, strong, sound, perfect
similar — different, unlike, unequal, unrelated, opposite
slow — fast, quick, speedy, rapidly, hasty, swiftly, racing
small — big, large, great, gigantic, immense, huge, vast, colossal, enormous, massive
smile — frown, glare
soft — hard, unbreakable, firm, rigid, solid, tough, dense, unyielding
stagnant — moving, mobile, active
stern — friendly, pleasant, sociable, pleasant, welcoming, kind, affectionate, loving, genial
stormy — calm, gentle, mild, placid

straight — bent, crooked, curly, frizzy
strengthen — weaken, discourage, dishearten, deteriorate, wane
strong — weak, frail, flimsy, delicate, fragile, unstable
sturdy — flimsy (**See:** strong)
submissive — obstinate, disobedient, resistant, unyielding, assertive
subtract — add
success — failure, disaster, fiasco, collapse, disappointment, breakdown, loss, mess
sufficient — insufficient, inadequate, unsatisfactory, lacking, deficient
suitable — unsuitable, inappropriate, incorrect, awkward, improper, unacceptable
summer — winter
sweet — sour, vinegary, acidic, bitter, unsweetened
systematic — disorderly, disorganized/disorganised (Brit.), muddled, chaotic, untidy
tactful — tactless, rude, careless, impolite, thoughtless, unrefined, uncivil, unmannered
talkative — quiet, silent, reserved, gentle, calm, tranquil, serene, shy
tall — short, small, little, petite, undersized, tiny
tame — wild, undomesticated, untamed, uncontrolled, unmanageable
tedious — enjoyable, pleasant, fun, gratifying, entertaining, delightful
tender — tough, chewy, stringy
tense — calm, composed, relaxed, serene, tranquil, peaceful, soothing, quiet, undisturbed
thick — thin
thoughtful — thoughtless, insensitive, uncaring, inconsiderate, unkind, rude, indiscreet, tactless
tidy — untidy, messy, disorderly, cluttered, chaotic, littered, slovenly, topsy-turvy
tighten — slacken, loosen, expand, extend, lengthen, release, relax
told — untold, shrouded, concealed, secret
topsy-turvy — orderly, organized/organised (Brit.), arranged, tidy, neat, systematic
total — partial, incomplete, limited, restricted, part, fraction, unfinished
true — false, untrue, fake, counterfeit, forged, distorted, inaccurate, invalid, misleading

truth — lie, untruthfulness, falseness, dishonesty, inaccuracy, misrepresentation
ugly — pretty, lovely, beautiful, attractive, appealing, good-looking
unbalanced — stable, balanced, sound, well, unwavering, solid, strong
underdone — overdone, burned/burnt (Brit.), well-done
unison — discord, disagreement, conflict, friction, dispute, disharmony
unity — diversity, discord, disagreement, antagonism, disarray, division
unhappy — happy, cheerful, glad, ecstatic, delighted, blissful, pleased, joyful, elated
unkind — friendly, kind, pleasant, welcoming, approachable, affectionate, good, helpful
upper — lower, bottom, below, under
upset — calm, tranquil, relaxed, peaceful, composed, unruffled, placid, serene
urban — rural, country
urgent — unimportant, optional, nonessential, unsubstantial
used — unused, new, untouched, surplus, additional
useful — useless, hopeless, unusable, inadequate, incompetent, ineffective, worthless
vain — humble, meek, unpretentious, modest, gentle, simple, timid, reserved, docile
valuable — worthless, useless, ineffective, valueless, rubbish, garbage, no good, junk
vindictive — forgiving, tolerant, merciful, sympathetic, lenient, understanding, compassionate
visible — invisible, obscure, hidden, indefinite, indistinct, unclear, concealed, vague
weak — strong, powerful, sturdy, capable, unshaky, confident, steady, brave, unwavering
wealth — poverty, need, scarcity, shortage, hardship
welcome — unwelcome, uninvited, unwanted, unacceptable, excluded, rejected
wholesale — retail
wholesome — unhealthy, harmful, damaging, detrimental, dangerous, risky, undesirable
wisdom — folly, stupidity, foolishness, ignorance, thoughtlessness, senselessness

worse — better

young — old, aged, elderly

23. COLLECTIVE NOUNS

A collective noun is the name for a **group** or **collection** of people, animals or things.

A collective noun can also be used without the noun to which it refers.

- A **crowd** gathered at the door of the hall.
- The **board** decided against his proposal.

a faculty of **academics**

a cast/troupe/company of **actors**

a squadron/flight/fleet of **aeroplanes** (Brit.)

a fleet/squadron/flight of **airplanes** (Amer.)

an attack of **aliens**

a congregation of **alligators**

a herd of **alpacas**

a host/choir of **angels**

a host/company of **angel fish**

a tribe/menagerie of **animals**

a herd of **antelope(s)**

a collection of **antiques**

a colony/army/swarm of **ants**

a shrewdness/troop of **apes**

a crop of **apples**

an argument of **architects**

a sheaf/quiver of **arrows**

a battery of **artillery**

a troupe of **artistes**

a bundle of **asparagus**

a herd/drove of **asses**

a belt of **asteroids**

a field/team of **athletes**

an album of **autographs**

a troop/congress of **baboons**

a culture of **bacteria**

a cete/colony of **badgers**

a tabernacle of **bakers**
a crate/bunch of **bananas**
a roll of **banknotes**
a babble of **barbers**
a battery of **barracudas**
a fleet of **bass**
a colony of **bats**
a grove of **bayonets**
a string/rope of **beads**
a sloth of **bears**
a colony/lodge of **beavers**
a bevy of **beauties**
a bevy of **beautiful ladies**
a dormitory of **beds**
a swarm/hive of **bees**
a peal of **bells**
a flock/aviary of **birds**
a flight of **birds** (flying)
a bench of **bishops**
a herd of **bison**
a sedge/siege of **bitterns**
a pack/sute of **bloodhounds**
a shower of **blows**
a herd/souder of **boars**
a cluster of **bombs**
a pile/shelf/library of **books**
a grind of **bottle-nosed whales**
a set of **bowls**
a gang of **boys**
a batch of **bread**
a chatter of **budgerigars**
a herd of **buffalo**
a hail of **bullets**
a drove of **bullocks**
a clump/head of **bushes**
a flock of **bustards**
a sneer of **butlers**

a swarm/flight/rainbow of **butterflies**
a batch of **cakes**
a caravan/flock of **camels**
a slate of **candidates**
a deck of **cards** (Amer.)
a pack of **cards** (Brit.)
a fleet/convoy of **cars**
a cluster/clowder of **cats**
an army of **caterpillars**
a herd of **cattle**
a drove of **cattle** (being driven)
a herd of chamois
a coalition of **cheetahs**
a brood/hatch of **chickens**
a horde of **children**
a set of **china**
a colony of **chinchillas**
a chattering of **choughs**
a pack of **cigarettes** (Amer.)
a packet of **cigarettes** (Brit.)
a bank of **circuits**
a bed of **clams**
a gathering of **clans**
an assembly of **clergy**
a wardrobe/suit/outfit of **clothes**
a bank/cluster of **clouds**
a set of **clubs**
a bed of **cockles**
an intrusion of **cockroaches**
a race/rag/rake of **colts**
a cluster of **coconuts**
a school of **cod**
a collection of **coins**
an array/rainbow of **colors/colours** (Brit.)
a network of **computers**
a batch of **cookies**
a flight of **cormorants**

a sheaf/harvest of **corn**
a bale of **cotton**
a herd of **cows**
a pack of **coyotes**
a herd/siege/sedge of **cranes**
a crate of **crockery**
a basket of **crocodiles**
a bunch/gang of **crooks**
a clan/murder of **crows**
a litter of **cubs**
a collection of **curiosities**
a herd of **curlews**
a canteen of **cutlery**
a troupe/group of **dancers**
a herd of **deer**
a cluster of **diamonds**
a glossary of **difficult words**
an embassy of **diplomats**
a board of **directors**
a plague of **diseases**
a mob of **disorderly people**
a bubble of **divers**
a dossier of **documents**
a pack/kennel of **dogs**
a school/pod of **dolphins**
a herd/pace of **donkeys**
a dole/flight of **doves**
a chest of **drawers**
a clutch of **ducklings in a nest**
a team of **flying ducks**
a flight/flock/leash/paddling of **ducks on land**
a cloud of **dust**
a aerie/convocation/army of **eagles**
a swarm of **eels**
a clutch/nest of **eggs**
a herd of **eland(s)**
a herd of **elephants**

a herd/gang of **elk**
a staff of **employees**
a series/chain of **events**
a panel of **experts**
a charm of **fairies**
a cast of **falcons**
a set of **false teeth**
a cast/business of **ferrets**
a reel/roll of **film**
a charm/flight of **finches**
a brigade of **firemen**
a bundle of **firewood**
a shoal/school of **fish**
a bunting of **flags**
a flurry/stand of **flamingoes**
a block of **flats**
a brood/clutch of **fledglings/fledgelings** (Brit.)
a swarm of **flies**
a bouquet/bunch/arrangement/bed/vase of **flowers**
a team of **footballers**
a lead/skulk of **foxes**
a pack of **foxhounds**
a circle/party/gathering of **friends**
an army/colony of **frogs**
a crate/basket of **fruit**
an orchard of **fruit trees**
a colony of **fungi**
a suite of **furniture**
a gaggle/flock of **geese**
a skein of **geese** (in flight)
a herd/tower/corps of **giraffe(s)**
a bevy of **girls**
a set of **glasses**
a horde/swarm/cloud of **gnats**
a flock/tribe/herd of **goats**
a pantheon of **gods**
a hoard of **gold**

a drum/chattering/charm of **goldfinch(es)**
a troubling/glint of **goldfish**
a set of golf **clubs**
a catalogue of **goods**
a troop/band of **gorillas**
a sheaf of **grain**
a bunch/cluster of **grapes**
a tuft of **grass**
a cloud of **grasshoppers**
a pack/leash of **greyhounds**
a brood/pack/covey of **grouse**
a rasp of guinea **fowl**
a colony of **gulls**
an arsenal of **guns**
a caravan of **gypsies**
a horde of **hamsters**
a down/drove/warren of **hares**
a shock of **hair**
a herd/stud of **hart**
a field of **harvesters**
a cast/aerie of **hawks**
a stack/bale of **hay**
an array of **hedgehogs**
a brood/flock of **hens**
a scattering/siege of **herons**
an army/shoal of **herring(s)**
a range of **hills**
a herd/school/bloat/crash of **hippopotamuses**
an argumentation of **historians**
a herd/drove/drift of **hogs**
a mob of **hooligans**
a swarm/nest of **hornets**
a troop/cavalcade of **horsemen**
a team/stud of **horses**
a pack of **hounds**
a row of **houses**
a hamlet of **houses in a village**

a charm of **hummingbirds**
a blast/group of **hunters**
a clan of **hyenas**
a crowd/colony of **ibises**
a mess of **iguanas**
a tribe of **Indians**
a wealth of **information**
a budget of **inventions**
a flight/swarm of **insects**
a group/chain/an archipelago of **islands**
a band of **jays**
a brood/smack of **jellyfish**
a cache of **jewels**
a stack of **journals**
a bench of **judges**
a panel of **jurymen**
a mob/herd/troop of **kangaroos**
a bunch of **keys**
a dynasty/empire of **kings**
a kindle/litter of **kittens**
a banner of **knights**
a gang of **laborers (Amer.)**
a gang/team of **labourers (Brit.)**
a bevy of **ladies**
a fall of **lambs**
field of **crops**
a bevy/exultation/ascension of **larks**
a murder of **lawyers**
a pile/heap of **leaves**
a troop of **lemurs**
a leap of **leopards**
a colony of **lepers**
a shush of **librarians**
a flock of **lice**
a pack of **lies**
a pride/troop of **lion(s)**
an audience of **listeners**

a herd of **llamas**
a swarm/plague/cloud of **locusts**
a fleet/convoy of **lorries**
a school/shoal of **mackerel**
a bench of **magistrates**
a tiding/tittering/congregation of **magpies**
a bevy of **maidens**
an atlas of **maps**
a flock/stud of **mares**
a box of **matches**
a party/gang/body of **men**
a diligence of **messengers**
a nest of **mice**
a company of **moles**
a mint of **money**
a troop/tribe/barrel of **monkeys**
a monastery of **monks**
a gang/herd of **moose**
a scourge of **mosquitoes**
a fleet of **motorcars**
a range/chain of **mountains**
a cortege of **mourners**
a band/orchestra of **musicians**
a batch of **muffins**
a barren/pack/span of **mules**
a bed of **mussels**
a list of **names**
a tribe of **natives**
a bundle of **nerves**
a watch of **nightingales**
a book of **notes**
a horde of **nomads**
a superfluity/convent of **nuns**
a cluster of **nuts**
a collection of **objects**
a bundle of old **clothes**
a rope/pocket of **onions**

a crowd of **onlookers**
a pocket of **oranges**
a flock/pride of **ostriches**
a bevy/family of **otters**
a parliament/stare of **owls**
a drove/team/yoke of **oxen**
a bed of **oysters**
a ream of **paper**
a flock/company of **parrots**
a covey of **partridges**
a tray of **peaches**
a muster/pride of **peacocks**
a rope/string of **pearls**
a pod of **peas**
a pod of **pelicans**
a rookery/colony of **penguins**
a crowd/group/mass/queue of **people**
a troupe of **performers**
an assembly of **persons**
a brook/nest of **pheasants**
an album of **photographs**
a collection of **pictures**
a flight/flock of **pigeons**
a litter/farrow of **piglets**
a herd/litter of **pigs**
a shoal of **pilchards**
a herbarium of **plants**
a stack of **plates**
a team of **players**
a congregation/flight of **plover**
an anthology of **poems**
a patrol/posse of **policemen**
a chine of **polecats**
a herd of **ponies**
a school/pod of **porpoises**
a pocket of **potatoes**
a flock/run of **poultry**

a coterie of **prairie dogs**
a catalogue of **prices**
a gang of **prisoners**
an anthology of **prose**
an assembly/class of **pupils**
a litter of **puppies**
a bevy/covey of **quail**
an empire of **queens**
a rosary of **quotations**
a bury/colony/warren of **rabbits**
a field/string of **racehorses**
a nursery/gaze of **raccoons**
a bundle of **rag**s
a shower of **rain**
a pack of **rascals**
a colony/horde of **rats**
an unkindness of **ravens**
a clump of **reeds**
a family of **relatives**
a band of **revolutionaries**
a crash of **rhinoceroses**
a bowl of **rice**
a mob of **rioters**
a band/gang of **robbers**
a parliament/rookery of **rooks**
a suite of **rooms**
a pile/heap of **rubbish**
a mob of **ruffians**
a heap/mass of **ruins**
a line of **rulers**
a set of **rules**
a nest of **rumors/rumours** (Brit.)
a crew of **sailors**
a set of **sails**
a communion of **saints**
a shoal/run of **salmon**
a fling of **sandpipers**

a shoal/family of **sardines**
a horde of **savages**
a troop of **scouts**
a herd of **seahorses**
a colony/herd/rookery of **seals**
a herd of **sea urchins**
a scolding of **seamstresses**
a house of **senators**
a staff of **servants**
a flock of **sheep**
a fleet/armada of **ships**
a pair of **shoes**
a mall of **shops**
a troupe of **shrimps**
a shrubbery of **shrubs**
a choir/group of **singers**
a gang of **slaves**
a surfeit of **skunks**
a gang of **slaves**
a cloud of **smoke**
a den/pit/bed of **snakes**
a fall of **snow**
a layer of **soil**
an army/regiment/company/division/brigade/battalion of **soldiers**
a flight/host of **sparrows**
a crowd of **spectators**
a cluster/clutter of **spiders**
a dray/scurry of **squirrels**
a flight of **stairs**
a collection/album of **stamps**
a chattering/crowd/congregation of **starlings**
a cluster/constellation of **stars**
a flight of **steps**
a bundle of **sticks**
a heap/pile of **stones**
an anthology/collection of **stories**
a herd/mustering of **storks**

a picket of **strikers**
a class/academy of **students**
a flight of **swallows**
a bevy/herd of **swans**
a herd/drove of **swine**
a flotilla of **swordfish**
an agenda of **tasks**
a chest of **tea**
a fleet of **taxis**
a staff of **teachers**
a set of **teeth**
a colony of **termites**
a battery of **tests**
a gang/pack of **thieves**
a reel of **thread**
an ambush/streak of **tigers**
a stack of **timber**
a knab/knot of **toads**
a set/kit of **tools**
a flock of **tourists**
a heap of **trash**
a chest of **treasures**
a clump/forest/plantation of **trees**
a hover of **trout**
a convoy of **trucks**
a float of **tuna(s)**
a dule/raffle/rafter of **turkeys**
a bale/dole of **turtles**
a pool of **typists**
a spawn/ phalanx of **umbrellas**
an unction of **undertakers**
a blessing of **unicorns**
a set of **utensils**
a crop/patch of **vegetables**
a fleet of **vehicles**
a haggle of **vendors**
a nest of **vipers**

a party/group of **visitors**
a queue of **voters**
a colony of **vultures**
a mob of **wallabies**
a herd/pod of **walruses**
a convoy of **warships**
a bundle of **washing**
a colony/nest of **wasps**
a cache of **weapons**
a pack/colony of **weasels**
a school/pod of **whales**
a harvest/sheaf of **wheat**
an ambush of **widows**
a menagerie of **wild animals**
a destruction of **wildcats**
a herd of **wildebeest(s)**
a skein of wild **geese in flight**
a coven of **witches**
an argument of **wizards**
a pack of **wolves**
a stack of **wood**
a descent of **woodpeckers**
a bale of **wool**
a staff of **workers**
a gang of **workmen**
a congregation of **worshippers**
a herd of **wrens**
a worship of **writers**
a fellowship of **yeomen**
a herd of **zebra**

24. PUNCTUATION

The capital letter

A capital letter is used for:

1. The first word of all sentences

- *They live on a farm.*
- *Is your mother at home?*

2. The letter I, when referring to yourself

- *Where can I find her?*
- *Mother said I may go to the show.*

3. Proper nouns

(a) The names and surnames of people and the names of animals and breeds.

- *I think she is friends with Elza Jones.*
- *Our cat, Paws, is a British Shorthair.*

(b) The days of the week the and months of the year

- *Yesterday was Friday.*
- *We are going on holiday in June.*

Note:

The names of the seasons are not capitalized/capitalised (Brit.).

- *In winter I play netball and in summer I play tennis.*

(c) The names of public holidays, festivals and historical periods

- *New Year's Day is a public holiday in most of the countries of the world.*
- *The Middle Ages was a period of great changes.*

(d) The names of languages, countries, cities, and nationalities

- *Mr Smit teaches **E**nglish and **S**panish.*
- *Uncle John went to **I**taly and said the **I**talians were very friendly.*
- *We love **C**hinese food.*

Note:

We do not use capital letters for the names of school subjects, unless it is a language. (***E**nglish, **S**panish and **G**erman, but **h**istory and **a**ccounting.*)

(e) The names of oceans, rivers, waterfalls, mountains, islands, deserts, regions, provinces, streets, bridges, monuments, the planets, volcanoes, hurricanes and other natural disasters

- *The **P**acific **O**cean is the world's largest ocean.*
- *When we were in **P**aris, we went for a cruise on the **R**hine **R**iver.*
- ***L**iberty **I**sland is near **N**ew **Y**ork.*
- *John lives in **C**hurch **S**treet.*
- ***B**ig **B**en is in **L**ondon.*

Note:

If two or more nouns form a name, use capital letters for all the words.

- ***Y**osemite **N**ational **P**ark*
- ***E**ast **S**ussex*
- ***A**mazn **R**iver)*

(f) The names of schools, universities, hospitals, institutions, companies, organizations/organisations (Brit.) and trademarks

- *A **P**olo is a popular car.*
- *Benita teaches at **M**iami **E**lementary **S**chool.*
- ***S**ydne**y** **H**ospital is a large hospital.*

(g) The names of vehicles like ships, trains and spacecraft

- *The **I**talian cruise ship, **C**osta **C**oncordia, sank in 2012.*
- *It is very expensive to travel on the **O**rient **E**xpress.*
- *The first spacecraft to land on the moon was **L**una 2.*

4. Titles of people when used **with, or in place of**, their names. Also other words when used instead of a name.

- *I like **Dr** Smit.*
- *Is the **Principal** in his office? (a specific person)*
- *No, **F**ather did not attend the meeting.*

Note:

- *A **p**incipal has a difficult job. (any principal)*
- *No, my **f**ather did not attend the meeting.*

5. Religions, religious events, holy people, holy days, sacred books and important religious events.

- *I believe in **G**od.*
- *The **N**ew **T**estament in the **B**ible has 27 books.*
- *In the month of **R**amadan Muslims do not eat or drink during the day.*

Note:

Venus is the Roman god of love.

6. We use capital letters for the main words in the titles. of books, songs, films and plays.

- *The **C**at in the **H**at*
- ***I**'ts **N**ow or **N**ever*
- ***F**iddler on the **R**oof*

7. The first word in a direct quotation if it is a full sentence.

- ***M**other asked, “**W**here are you going?”*
- ***P**eter cried, “**P**lease help me!”*

8. Roman numerals, unless they are used to number information in books or used as bullets.

- *The Roman numeral for five is **V**.*

See also:

Roman numerals

Note:

- Chapter **iii**

- **iv** Do not tease the dog.

9. Initials, many abbreviations and acronyms

- *Our teacher is Mr S.L. Blake.*
- **LOL** (acronym)

10. The letters on number plates of vehicles, postcodes (when letters are used) and reference numbers on documents or objects

- **997 AMQ**
- **SE1** (postcode)
- **TPF 33167** (reference number)

Note:

Capital letters are usually not used in e-mails.

- **psmith@select.co.za**

We do not use capital letters for decades.

- *I love the music of the sixties and seventies.*

The period/full stop (Brit.)

See also:

Abbreviations

1. A period shows the end of a sentence.

- *Adrian has to do his homework.*
- *The cat drinks milk.*
- *Father works in the garden.*

Note:

A period is not used after an exclamation point, a question mark or if the sentence ends with an abbreviation with a full stop.

- *Where is the cat?*
- *Leave me alone!*
- She likes bright colors/colours (Brit.) like red, blue, orange, etc.

2. A period is used after initials.

- *My father's initials are H.J.*

3. Periods are used after many abbreviations.

- *adj. (adjective)*
- *Jun. (June)*

4. A period is used as a decimal separator.

- *Mother needs 12.5 m red material.*
- *I need 12.5 mg salt.*
- *The shop is 3.5 km from our house.*

Some countries use a comma as a decimal separator.

The comma (,)

1. A comma separates words, phrases or clauses.

- *I like oranges, apples, peaches and bananas.*
- *John finished all his work, and he went to bed.*
- *The burglar broke the window, got into the study, grabbed the computer and jumped through the window.*

Note:

A comma is not used before **and** or **or** in a list.

- *She wants an apple, orange or a pear.*

2. A comma creates pauses in sentences.

- *I want to go with you, but I have work to do.*

3. A comma is used after or before a name when speaking to a person.

- *Janet, come and fetch your tea.*
- *Please close the door, Dave.*

4. In direct speech a comma is used before or after the spoken words.

- *Mother said, "Please come here."*
- *"I am coming," Ann replied.*
- *"Put your books away," said Mother.*

5. A comma is used between two adjectives.

- *Sam ate a large, red apple.*
- *Ann has a black, fluffy cat.*
- *He is an attractive, tall boy.*

6. When more information is given in a sentence, a comma is used before and after the additional information.

- *James, the boy next door, is very naughty.*
- *The man, who found the dog, adopted him.*

7. A comma is used to separate digits in large numbers. (1,000)

See: Numbers

8. Commas are used when a surname appears before a name and before a title or qualification that follows a name.

- *Jones, Tom*
- *Barry Dick, BSc*

9. Use a comma to separate geographic locations.

- *My cousin got married in Rome, Italy.*
- *They camped near Christal River, Florida.*
- *The Taj Mahal at Agra, India, is one of the most famous buildings in the world.*

10. Use a comma where one phrase or clause ends and another begins.

- *If you want to join us, please phone me.*
- *Just thinking about her behavior/behaviour (Brit.), makes me mad.*

11. Use a comma before the conjunction in a compound sentence.

- *I wanted to sleep late, but the noise outside was terrible.*
- *He failed the test, because he was ill.*

The question mark (?)

A question mark is used after a direct question.

- *Where is Jane?*

- *May I come with you?*

A question mark is not used after indirect questions.

- *Tell me what your name is.*

The exclamation point/mark (Brit) (!)

Exclamation points are used after exclamations or to express strong emotions like anger, excitement, or happiness. An exclamation point must be followed by a capital letter.

- *Stop!*
- *You coward!*
- *Wonderful! He won the race.*

Note:

If the exclamation point is **inside quotation marks in the direct speech**, we do not use a capital letter after the exclamation point.

- *"Be careful!" she shouted.*

The colon (:)

1. The colon is used to introduce a list.

- *I like bright colors/colours (Brit.): red, blue, green and yellow.*

2. A colon is used after the words "for example".

- *Mammals feed their young on milk, for example: sheep, cows and cats.*

3. It is used before a quotation.

- *My mother always tells me: "I told you so."*

4. A colon is used when a second sentence explains the first sentence.

- *Father could not go to the concert: He had a meeting with his boss.*

5. When writing dialogue, a colon is used after the speaker. It separates the speaker from what is being said.

• *Dr Louw: “Are you taking the medicine?”*

6. A colon is used to separate minutes from hours.

• *The concert starts at 19:30.*

7. A colon is used between a cause and an effect.

• *If you eat less: You will lose weight.*

8. A colon is used after the title of a work to introduce the subtitle.

• *Bruno: The Story of a Dog*

Note:

You only use a capital letter after a colon if you have a **complete sentence** or a **proper noun** after it.

The semicolon (;)

1. A semicolon is used to join sentences where conjunctions are not used.

• *Tony practiced/practised (Brit.) very hard; he wanted to win.*

• *I have four kittens; two are bigger than the others; one kitten is grey; the other three are black.*

2. It marks a long pause between two related ideas.

• *Danny studied very hard; it was late when he got to bed.*

3. It shows opposite ideas.

• *He is tall; she is short.*

4. A semicolon is often used before co-ordinate conjunctions such as yet, nevertheless, however, therefore, then, still and for.

• *Uncle Tom had a stroke a few days ago; however, you probably know all the details already.*

• *Anne studied very hard; yet she did not reach her goal.*

Note:

We do not use a capital letter after a semicolon.

Quotation marks/inverted commas [Brit.] (“ ”)

See: Direct speech

1. Quotation marks are used to show direct speech.

- *Linda said: "I know my work well."*
- *"Where is my pen?" she asked.*

2. It is used to enclose the titles of songs, poems, short stories and articles.

- *"Hallelujah" is my favorite/favourite (Brit.) song.*
- *"The Flying Lion" is a short story.*
- *Mary Jones wrote the article "How to Study" in The Washington Post.*

Note:

The titles of books, newspapers and magazines are **italicized**.

- *The Ghost, The London Times and Country Life*

3. Quotation marks are used to repeat (quote) someone else's words.

- *Winston Churchill said: "Never, never, never give up."*

4. Use quotation marks to enclose nicknames, slang or words which are not often used in that context.

- *He is called "Moaner" because he always complains.*
- *The car is "pleading to be repaired", but John pretends not to notice.*

Note:

All punctuation should be placed **inside** quotation marks.

The hyphen (-)

1. A hyphen is used after a syllable when a word cannot be completed on a line.

- *tea-cher (**cher** on the next line)*

- *bas-ket (ket on the next line)*

2. The hyphen is used to connect some compound words.

- *The work was well-done.*
- *I like a soft-boiled egg.*

3. Use a hyphen for ages.

- *My ten-year-old brother is very naughty.*
- *His nine-year-old dog is still healthy and happy.*

4. Use a hyphen when a single letter or number is joined to a word.

- *When Mandy broke her arm, she went for an X-ray.*
- *We have an A-frame house.*
- *Please buy a 2-litre Coke.*
- *Mother says she needs a 1-month holiday.*

5. Hyphenate prefixes when they come before proper nouns.

- *Nelson Mandela was an ex-president of South-Africa.*
- *In mid-winter it is very cold in London.*

6. Use a hyphen between the parts of compound numerals from twenty-one to ninety-nine and for fractions.

- *eighty-five*
- *nine hundred fifty-five (Amer.)*
- *nine hundred and fifty-five (Brit.)*
- *two-thirds*

7. A hyphen is used between two similar letters to avoid confusion.

- *re-elect*
- *re-enter*
- *semi-invalid*

8. Use a hyphen when the first, or more parts of a compound word are separated from the word(s) to which they are joined in meaning.

- *The four- and five-year-olds are playing games.*
- *In the test we had to do easy- and difficult sums.*

9. A hyphen is used to distinguish between the same words with different meanings.

- *You will have to re-cover that dirty book.*
- *I hope Peter will recover his stolen bicycle.*

10. Hyphenate all written-out fractions.

- *About two-fifths of the money was recovered.*
- *Only one-third of the boys play football.*

Note:

grandmother, stepson, sister-in-law, mother-in-law

The dash (en dash and em dash)

An en dash (–) is slightly longer than a hyphen and an em dash (—) is the longest.

1. An en dash (–) is often used to indicate a closed range of values, such as dates, times or numbers. It is also used when the time frame has not yet ended.

- *Anne was in hospital from March 22–April 10.*
- *You have to learn pages 126–170.*
- *Theo Martins (1978–2014)*
- *Joy Bain (2010–)*

The **en dash** is read as “to” or “through”.

1. An **em dash** (—) can be used in the same way as commas or parenthesis to give an explanation or additional information.

- *The girl—who is very thin—eats very little.*
- *Bruno—our dog—is very big.*
- *The thief—who stole our car—was caught by the police.*

2. An **em dash** (—) can be used to indicate unfinished dialogue, words or letters.

- *“Please help! The dog is—”*
- *“I will,” he screamed. “I will—”*

- *He said that the truth was that—*

3. It can also force a pause similar to a comma, semicolon and colon.

- *I am not going to the show—I want to study.*
- *Tom is in bed—he is not feeling well.*
- *Janet is cross with me—I don't know why.*

4. An **em dash** can be used in a list.

Please do the following:

- wash the car
- clean the bathroom
- do the ironing

Note:

There is no space added on either side of a dash, except when it is a hanging dash (2010–)

Parentheses/brackets [Brit.] (.)

Parentheses can often be replaced by commas or dashes.

1. Parentheses are used to supply additional information.

- *My cousin (Carl) is a prefect.*
- *Thomas Edison (the inventor of a light bulb) was an American.*

2. It is used to explain something.

- *The baby (who is very tiny) sleeps a lot.*
- *Nelson Mandela (a former president of South Africa) was a respected leader.*

3. Parentheses are used to enclose information about word origin.

- *potjiekos (Afr.)*
- *au pair (Fr.)*

4. Parentheses are used in mathematical expressions—for example to show which part of a calculation should be done first.

- $20 - (6 \times 2) = 8$
- $5 + (3 \times 3) = 14$

The ellipsis (. . .)

1. An ellipsis shows that a word or words, have been left out of a sentence or quote.

- *I will be able to . . .*

2. It is also used to create suspense.

- *The winning team is . . .*

3. It shows that a sentence has not been finished.

- *Help! The dog is . . .*

The Apostrophe (')

The apostrophe (') plus the letter s is used to show ownership, form plurals or to abbreviate words.

1. To form the possessive case. It shows something belongs to someone or something.

(a) If the owner is singular, the apostrophe comes after the singular form of the noun.

- *The girl's dress is pretty.*
- *The child's book is neat.*

(b) Plurals get an apostrophe after the plural form of the noun.

- *The girls' dresses are pretty.*
- *The ladies' coats are warm.*
- *I have to fetch the geese's food.*

(c) If a noun ends in -ss, add the apostrophe **'s**.

- *The hostess's shoes were black.*
- *The boss's orders are final.*

(d) In plural compound nouns an s is added to form the plural and a separate 's is added for the possessive form.

- *My sisters-in-law's dresses are very pretty.*

2. The apostrophe is sometimes used to form plurals of letters, numbers or short words to **prevent confusion.** **See:** Plurals

- *The word stress has two s's and the plural of two is two's.*
- *Add all the 6's in the list.*

Note:

- The apostrophe is also used to shorten or abbreviate words. **See:**

Contractions

- The apostrophe takes the place of the letter or letters which have been left out.

25. CONTRACTIONS

When an apostrophe takes the place of a letter or letters which have been left out, it is called a contraction.

- *I am not ill.*(**I'm** not ill.)
- *They have not been to church.*
(**They've** not been to church.)

Note:

Contractions are not used in formal writing.

Examples of contractions

Ally is	Ally's	let us	let's
are not	aren't	she had	she'd
cannot	can't	she has	she's
could not	couldn't	she is	she's
did not	didn't	she will	she'll
do not	don't	should not	shouldn't
does not	doesn't	they are	they're
has not	hasn't	they have	they've
have not	haven't	they will	they'll
he had	he'd	was not	wasn't
he has	he's	we are	we're
he will	he'll	we have	we've
I am	I'm	we did not	didn't
I shall	I'll	what is	what's
is not	isn't	where is	where's
it is	it's	you have	you've

26. DEGREES OF COMPARISON

Rules for degrees of comparison

1. Degrees of comparison are used for **adjectives and adverbs**.
2. Only the **positive degree** can be used with **more** and **most**.
3. By using **less** and **least**, we can indicate the lower or **lowest degree** of something.

- *competitive — less competitive — least competitive.*
- *Tom is very competitive, Andy is **less** competitive and Amy is the least competitive.*

4. Some words have two comparative and superlative forms.

- *clever — cleverer/more clever — cleverest/most clever*
- *likely — likelier/more likely — likeliest/most likely*

5. Comparisons can also be used to compare something to herself, himself or itself.

- *John is **most unpleasant** when someone criticiz(es) him.*
- *His car starts **more difficult** when it is very cold.*

Note:

In these cases **the** is not used before more and most.

1. The positive degree refers to one thing.

- *My horse is **fast**.*

2. The comparative degree compares to two things.

- *His horse is **faster** than John's horse.*

- (a) For words with a short vowel add another consonant and **er**.

- *red — **redder***

- (b) For words with double vowels or double consonants add **er**.

- *loud* — *louder*
- *stiff* — *stiffer*

(c) For words ending in **-e** add **r**.

- *late* — *later*

(d) For words ending in **-y** change the **y** to **i** and add **er**.

- *pretty* — *prettier*
- *cloudy* — *cloudier*

(e) For words with more than two syllables, use **more** before the word.

- *attractive* — **more** *attractive*

(f) For some words different words are used.

- *bad* — **worse**
- *good* — **better**

(g) For **adverbs** ending in **ly** we use **more** before the word.

- *beautifully* — *more beautifully*
- *greedily* — *more greedily*

Exception: *early* — *earlier*

(h) If a word has **two syllables** and ends in **-ful, -less, -ing, ed** or **-ous**, use **more**.

- *hopeful* — *more hopeful*
- *fearless* — *more fearless*
- *boring* — *more boring*
- *crowded* — *more crowded*
- *famous* — *more famous*

3. The superlative degree refers to more than two things. It describes the best or the most.

(a) The rules are the same as for the comparative degree except that the **r** and **er** are changed to **st**.

- *Father's horse is the fastest of the three.*

(b) **More** is replaced with **most**.

- *He ate the most food.*

(c) In the superlative degree we use **the** before the adjective.

- *He is the best of all.*

(d) Some words change completely in the superlative degree.

- *little — less — **least***

(e) For **adverbs** ending in **ly** we use **most** before the word.

- *beautifully — **most** beautifully*
- *greedily — **most** greedily*

Exception: early — earliest

(f) If a word has **two syllables** and ends in **-ful, -less, -ing, ed** or **-ous**, use **most**.

- hopeful — most hopeful
- fearless — most fearless
- boring — most boring
- crowded — most crowded
- famous — most famous

List of degrees of comparison

Positive degree — Comparative degree — Superlative degree

able — abler/more able — ablest/most able

active — more active — most active

adorable — more adorable — most adorable

agile — more agile — most agile

agreeable more agreeable most agreeable

alert — more alert — most alert

amusing — more amusing — most amusing

ancient — more ancient — most ancient

angry — angrier — angriest

astonished — more astonished — most astonished
attractive — more attractive — most attractive
bad — worse — worst
badly — worse — worst
baggy baggier — baggiest
beautiful — more beautiful — most beautiful
beautifully — more beautifully — most beautifully
beefy beefier beefiest
big — bigger — biggest
bitchy — bitchier — bitchiest
bitter — bitterer/more bitter — bitterest/most bitter
black — blacker — blackest
bland — blander — blandest
bloody — bloodier — bloodiest
blue — bluer — bluest
bold — bolder — boldest
bony bonier — boniest
bossy — bossier — bossiest
bouncy — bouncier — bounciest
brave — braver — bravest
breezy — breezier — breeziest
brief — briefer — briefest
bright — brighter — brightest
brilliant — more brilliant — most brilliant
broad — broader — broadest
broody — broodier — broodiest
busy — busier — busiest
calm — calmer — calmest
capable — more capable — most capable
careful — more careful — most careful
carefully — more carefully — most carefully
careless — more careless — most careless
catchy — catchier — catchiest
cautious — more cautious — most cautious
certain — more certain — most certain
certainly — more certainly — most certainly
cheap — cheaper — cheapest

cheeky — cheekier — cheekiest
cheerful — more cheerful — most cheerful
cheerfully — more cheerfully — most cheerfully
chewy — chewier — chewiest
chubby — chubbier — chubbiest
classy — classier — classiest
clean — cleaner — cleanest
cleanly — cleanlier — cleanliest
clear — clearer — clearest
clever — cleverer/more clever — cleverest/most clever
close — closer — closest
clouded — more clouded — most clouded
cloudy — cloudier — cloudiest
clumsy — clumsier — clumsiest
coarse — coarser — coarsest
cocky — cockier — cockiest
cold — colder — coldest
colorful — more colorful — most colorful
colourful — more colourful — most colourful (Brit.)
comfortable — more comfortable — most comfortable
common — commoner/more common — commonest/most common
competitive — more competitive — most competitive
conservative — more conservative — most conservative
convenient — more convenient — most convenient
cool — cooler — coolest
costly — costlier — costliest
cosy — cosier — cosiest
courageous — more courageous — most courageous
crazy — crazier — craziest
cream — creamier — creamiest
creepy — creepier — creepiest
crispy — crispier — crispiest
crooked — more crooked — most crooked
cruel — crueler — cruellest
cruel — crueller — cruellest (Brit.)
crunchy — crunchier — crunchiest
cunning — more cunning — most cunning

curious — more curious — most curious
curly — curlier — curliest
curvy — curvier — curviest
cute — cuter — cutest
dainty — daintier — daintiest
damp — damper — dampest
dangerous — more dangerous — most dangerous
dark — darker — darkest
dead — dead — dead
deadly — deadlier — deadliest
dear — dearer — dearest
deep — deeper — deepest
dense — denser — densest
delicate — more delicate — most delicate
delicious — more delicious — most delicious
delightful — more delightful — most delightful
determined — more determined — most determined
difficult — more difficult — most difficult
dim — dimmer — dimmest
dim — more dimly — most dimly
dirty — dirtier — dirtiest
disappointed — more disappointed — most disappointed
distant — more distant — most distant
dizzy — dizzier — dizziest
dry — drier/dryer — driest/dryest
dull — duller — dullest
dumb — dumber — dumbest
dusty — dustier — dustiest
eager — more eager — most eager
early — earlier — earliest
easy — easier — easiest
effective — more effective — most effective
effectively — more effectively — most effectively
efficient — more efficient — most efficient
efficiently — more efficiently — most efficiently
enjoyable — more enjoyable — most enjoyable
enjoyably — more enjoyably — most enjoyably

enthusiastic — more enthusiastic — most enthusiastic
excellent — more excellent — most excellent
expensive — more expensive — most expensive
experienced — more experienced — most experienced

faint — fainter — faintest

fair — fairer — fairest

faithful — more faithful — most faithful

fancy — fancier — fanciest

famous — more famous — most famous

far — farther/further — farthest/furthest

** In American English farthest is used for physical distances and furthest for figurative distances.*

*Their farm is the **farthest** from town. (physical distance)*

*Ben's problem was the **furthest** thing from my mind. (figurative distance)*

In British English furthest is used for both.

fast — faster — fastest

fat — fatter — fattest

fearless — more fearless — most fearless

feeble — feebler — feeblest

few — fewer — fewest

fierce — fiercer — fiercest

filthy — filthier — filthiest

fine — finer — finest

firm — firmer — firmest

fit — fitter — fittest

flabby — flabbier — flabbiest

flaky — flakier — flakiest

flat — flatter — flattest

fleshy — fleshier — fleshiest

flimsy — flimsier — flimsiest

foolish — more foolish — most foolish

forgetful — more forgetful — most forgetful

fragile — more fragile — most fragile

free — freer — freest

freely more freely — most freely

frequently — more frequently — most frequently

fresh — fresher — freshest
friendly — friendlier — friendliest
frightened — more frightened — most frightened
frightening — more frightening — most frightening
frizzy — frizzier — frizziest
full — fuller — fullest
fully — more fully — most fully
fun more fun — most fun
funny — funnier — funniest
furious — more furious — most furious
furry — furrier — furriest
generous — more generous — most generous
gentle — gentler — gentlest
gifted — more gifted — most gifted
glad — gladder — gladdest
gladly — more gladly — most gladly
gloomy — gloomier — gloomiest
glossy — glossier — glossiest
gnarly — gnarlier — gnarliest
good — better — best
gorgeous — more gorgeous — most gorgeous
graceful — more graceful — most graceful
grand — grander — grandest
grassy — grassier — grassiest
grave — graver — gravest
greasy — greasier — greasiest
great — greater — greatest
greedy — greedier — greediest
greedily more greedily — most greedily
green — greener — greenest
gross — grosser — grossest
grumpy — grumpier — grumpiest
guilty — guiltier — guiltiest
hairy — hairier — hairiest
handsome — more handsome — most handsome
handy — handier — handiest
happy — happier — happiest

happily — more happily — most happily
hard — harder — hardest
harmless — more harmless — most harmless
harsh — harsher — harshest
hasty — hastier — hastiest
healthy — healthier — healthiest
heavy — heavier — heaviest
heavily — more heavily — most heavily
helpful — more helpful — most helpful
hideous — more hideous — most hideous
high — higher — highest
hilarious — more hilarious — most hilarious
hind — hinder — hindmost
hip — hipper — hippest
honest — more honest — most honest
honestly — more honestly — most honestly
hopeful — more hopeful — most hopeful
horrible — more horrible — most horrible
horribly — more horribly — most horribly
hot — hotter — hottest
huge — huger — hugest
humble — humbler — humblest
hungry — hungrier — hungriest
icy — icier — iciest
ignorant — more ignorant — most ignorant
ill — more ill — most ill
ill — worse — worst
imaginative — more imaginative — most imaginative
immense — more immense — most immense
important — more important — most important
impractical — more impractical — most impractical
in — inner — inmost/innermost
intelligent — more intelligent — most intelligent
interesting — more interesting — most interesting
itchy — itchier — itchiest
jealous — more jealous — most jealous
joyful — more joyful — most joyful

joyfully — more joyfully — most joyfully
jolly — jollier — jolliest
juicy — juicier — juiciest
kind — kinder — kindest
kindly — kindlier — kindest
large — larger — largest
late — later/latter — latest/last
lazy — lazier — laziest
lean — leaner — leanest
leggy — leggier — leggiest
light — lighter — lightest
likely — likelier/more likely — likeliest/most likely
little (money) — less — least
little (girl) — littler — littlest
lively — livelier — liveliest
lonely — lonelier — loneliest
long — longer — longest
loud — louder — loudest
loudly — more loudly — most loudly
lovable — more lovable — most lovable
lovely — lovelier — loveliest
low — lower — lowest
lucky — luckier — luckiest
luxurious — more luxurious — most luxurious
mad — madder — maddest
manageable — more manageable — most manageable
many — more — most
mean — meaner — meanest
meek — meeker — meekest
mellow — mellowed — mellowest
mercy — mercier — merciest
merry — merrier — merriest
messy — messier — messiest
mighty — mightier — mightiest
mild — milder — mildest
miserable — more miserable — most miserable
misty — mistier — mistiest

modern — more modern — most modern
moist — moister — moistest
much — more — most
muddy — muddier — muddiest
mysterious — more mysterious — most mysterious
narrow — narrower/more narrow — narrowest/most narrow
nasty — nastier — nastiest
naughty — naughtier — naughtiest
near — nearer — nearest
neat — neater — neatest
necessary — more necessary — most necessary
needy — needier — neediest
nervous — more nervous — most nervous
new — newer — newest
nice — nicer — nicest
noble — nobler — noblest
noisy — noisier — noisiest
obedient — more obedient — most obedient
observant — more observant — most observant
odd — odder — oddest
offensive — more offensive — most offensive
often — more often/oftener — most often/oftenest
oily — oilier — oiliest
old — older/elder — oldest/eldest
original — more original — most original
out — outer — outmost/outermost
painful — more painful — most painful
painfully — more painfully — most painfully
pale — paler — palest
peaceful — more peaceful — most peaceful
perfect — more perfect — most perfect
petty — pettier — pettiest
plain — plainer — plainest
pleasant — pleasanter/more pleasant — pleasanter/most pleasant
plump — plumper — plumpest
polite — politer/more polite — politest/most polite
poor — poorer — poorest

popular — more popular — most popular
positive — more positive — most positive
powerful — more powerful — most powerful
practical — more practical — most practical
pretty — prettier — prettiest
proper — more proper — most proper
prosperous — more prosperous — most prosperous
proud — prouder — proudest
pure — purer — purest
qualified — more/better qualified — most/best qualified
quick — quicker — quickest
quickly — more quickly — most quickly
quiet — quieter/more quiet — quietest/most quiet
rare — rarer — rarest
raw — rawer — rawest
recent — more recent — most recent
red — redder — reddest
reliable — more reliable — most reliable
remote — remoter — remotest
rich — richer — richest
ripe — riper — ripest
risky — riskier — riskiest
robust — more robust — most robust
rocky — rockier — rockiest
romantic — more romantic — most romantic
roomy — roomier — roomiest
rosy — rosier — rosiest
rough — rougher — roughest
round — rounder — roundest
rude — ruder — rudest
rusty — rustier — rustiest
sad — sadder — saddest
safe — safer — safest
salty — saltier — saltiest
sane — saner — sanest
satisfactory — more satisfactory — most satisfactory
savage — more savage — most savage

scary — scarier — scariest
secure — more secure — most secure
selfish — more selfish — most selfish
sensible — more sensible — most sensible
severe — more severe — most severe
shallow — shallower — shallowest
sharp — sharper — sharpest
shiny — shinier — shiniest
short — shorter — shortest
shy — shyer — shyest
silly — sillier — silliest
simple — simpler/more simple — simplest/most simple
simply — more simply most simply
sincere — more sincere — most sincere
skinny — skinnier — skinniest
sleepy — sleepier — sleepest
slim — slimmer — slimmest
slimy — slimier — slimiest
slow — slower — slowest
slowly — more slowly — most slowly
sly — slyer/sliest — slyest/sliest
small — smaller — smallest
smart — smarter — smartest
smelly — smellier — smelliest
smoky — smokier — smokiest
smooth — smoother — smoothest
soft — softer — softest
softly — more softly — most softly
soon — sooner — soonest
sore — sorer — sorest
sorry — sorrier — sorriest
sour — sourer — sourest
spicy — spicier — spiciest
splendid — more splendid — most splendid
steep — steeper — steepest
sticky — stickier — stickiest
stiff — stiffer — stiffest

still — stiller — stillest
stingy — stingier — stingiest
strange — stranger — strangest
strict — stricter — strictest
strong — stronger — strongest
stubborn — more stubborn — most stubborn
studious — more studious — most studious
stupid — stupider/more stupid — stupidest/most stupid
subtle subtler/more subtle subtlest/most subtle
successful — more successful — most successful
sunny — sunnier — sunniest
sure — surer/more sure — surest/most sure
surly — surlier — surliest
surprising — more surprising — most surprising
sweaty — sweatier — sweatiest
sweet — sweeter — sweetest
sweetly — more sweetly — most sweetly
swiftly — more swiftly — most swiftly
swollen — more swollen — most swollen
tall — taller — tallest
tan — tanner — tannest
tasty — tastier — tastiest
tender — tenderer/more tender — tenderest/most tender
terrible — more terrible — most terrible
terribly more terrible — most terrible
terrific — more terrific — most terrific
thirsty — thirstier — thirstiest
thick — thicker — thickest
thin — thinner — thinnest
thoughtful — more thoughtful — most thoughtful
tight — tighter — tightest
tiny — tinier — tiniest
tough — tougher — toughest
tragic — more tragic — most tragic
true — truer — truest
truly — more truly — most — truly
truthful — more truthful — most truthful

ugly — uglier — ugliest
unkind — more unkind — most unkind
unusual — more unusual — most unusual
up — upper — uppermost
upset — more upset — most upset
useful — more useful — most useful
usefully — more usefully — most usefully
valuable — more valuable — most valuable
visible — more visible — most visible
warm — warmer — warmest
wealthy — wealthier — wealthiest
weird — weirder — weirdest
well — better — best
wet — wetter — wettest
white — whiter — whitest
wide — wider — widest
wild — wilder — wildest
windy — windier — windiest
wise — wiser — wisest
witty — wittier — wittiest
wonderful — more wonderful — most wonderful
worldly — worldlier — worldliest
worthy — worthier — worthiest
yellow — yellower/more yellow — yellowest/most yellow
young — younger — youngest
zealous — more zealous — most zealous

27. LITERAL AND FIGURATIVE LANGUAGE

Literal language

When we use literal language we say **exactly what we mean.**

- *Mia broke a cup.*
- *The black horse won the race.*
- *Mother likes to wear red.*
- *The wind is very strong today.*
- *I like cats and dogs.*
- *We saw an elephant in the reserve.*

Figurative language

1. The figurative meaning is when a word means something **different than what it appears to mean.**

2. It makes text **more interesting** and is often used in **idioms and poems.**

3. **Metaphors** and **similes** are also types of figurative language.

- *Her heart is broken because her cat died. (She feels very sad.)*
- *I am so hungry I could eat a horse. (I am very hungry.)*
- *She saw red when he threw a stone at her. (She was very angry.)*
- *He ran like the wind. (He ran very fast.)*
- *It is raining cats and dogs. (It is raining hard.)*
- *The woman is as big as an elephant. (The woman is very large.)*

28. METAPHORS

1. Metaphors have a figurative meaning.
2. They describe something by comparing two things, which are essentially not alike, but that share a common characteristic.,
3. Metaphors do not use the words **like** or **as**.

- *He **saw red** when the boy tripped him.*
- *Jane's brain is a **computer**.*
- *Everything goes wrong on a **blue Monday**.*
- *A **blanket of snow** covered the yard.*
- *Andrew was a **pig** at dinner.*
- *Life is a **rollercoaster**.*
- *Margie is my **sunshine**.*
- *The murderer has a **heart of stone**.*
- *Jill is a **night owl**.*
- *You are my little **angel**.*
- *Time is **money**.*
- *Mother is feeling **blue**.*
- *The poor girl's home was a **prison**.*
- *Our teacher is a **walking dictionary**.*
- *The principal is a **monster**.*
- *John is a **couch potato**.*

Note:

All metaphors are figurative, but not all figurative things are metaphors.

29. SIMILES

(Comparisons)

1. A simile is a type of figurative expression.
2. Similes are comparisons where one thing is compared to the other using the words **like** or **as**.
3. New similes are often created and used, especially by authors and poets.

as **active** as quicksilver

as **afraid** as a grasshopper

as **ageless** as the sun

as **agile** as a cat

as **alert** as a bird

as **alike** as two peas in a pod

as **alone** as a leper (Crusoe)

as **ambitious** as the devil (lady Macbeth)

as **American** as apple pie

as **ancient** as the sun (stars)

as **angry** as a wasp

as **artificial** as clockwork (made-ice)

as **audacious** as the day

as **awful** as justice (thunder, silence)

as **awkward** as a cow on ice

as **bad** as the itch

as **bald** as an eagle (a coot, an egg))

as **bare** as a stone (winter)

as **barren** as winter rain

as **bashful** as a schoolgirl

as **beautiful** as the sunset (a rainbow)

to **behave** like a cat on hot bricks (to behave nervously or anxiously)

as **big** as an elephant (a bus, a whale, a building)

as **bitter** as gall (hemlock)

as **black** as coal (pitch)

as **blameless** as snow

as **blank** as a wall (an empty bottle)

as **blind** as a bat (a mole, ignorance))
as **blue** as the deepest ocean (forget-me-nots)
as **blunt** as a hammer (the back of a knife)
as **boisterous** as stormy sea winds
as **bold** as brass (a lion)
as **boring** as watching paint dry
as **boundless** as the ocean
as **brainless** as a chimpanzee
as **brave** as a lion (Achilles)
as **brief** as time (a dream)
as **bright** as a new penny (a new pin/button/shilling)
as **brilliant** as stars
as **brittle** as glass
as **broad** as heaven
as **brown** as a berry
as **busy** as a bee (a cat on a hot tin roof)
as **calm** as the summer sea (glass, death, a millpond)
as **candid** as mirrors
as **careless** as the wind
as **cautious** as a fox
as **certain** as the rising of the morning sun (Christmas)
as **changeable** as a weathercock (the moon)
as **chaste** as a lily
as **cheap** as dirt (lies)
as **cheeky** as a young bantam cock
as **cheerful** as a lark (the birds)
as **cheerless** as the grave
as **chilly** as a tomb
as **chubby** as a cherub
as **clammy** as death
as **clean** as a new pin (a whistle)
as **clear** as daylight (crystal, a bell)
as **clever** as paint
to **climb** like a monkey
as **clumsy** as a bear (an elephant)
as **cold** as ice (winter)
as **colorful/colourful** (Brit.) as a rainbow

as **common** as dirt (pins, poverty)
as **complacent** as a cat
as **confident** as Hercules (justice)
as **conscientious** as a dog
as **consoling** as night
as **constant** as the sun
as **contagious** as yawn
as **contrary** as light and dark
as **convincing** as a multiplication table
as **cool** as a cucumber
as **costly** as an election
as **cosy** as the nest of the bird
as **countless** as the stars (the desert sand)
as **cowardly** as a wild duck
as **crafty** as a fox
as **credulous** as a child
as **crisp** as new banknotes
as **crooked** as a corkscrew
as **cruel** as death (winter)
as **cunning** as a fox
to be **cunning** like a wolf in sheep's clothing
as **curious** as a fish
to **cry** like a baby
to **dance** like no one is watching
as **dangerous** as a machine gun
as **dark** as pitch (a dungeon, midnight)
as **dead** as a doornail (the dodo)
as **deaf** as a post
as **deceitful** as the devil
as **deceptive** as a mirage in a desert
as **deep** as the sea
as **dejected** as a wet hen
as **delicious** as forbidden fruit
as **desolate** as a tomb
as **devoted** as a faithful dog
as **different** as chalk from cheese
as **difficult** as nailing jelly to a tree (a Greek puzzle)

as **dirty** as a hog
as **disappointing** as wet gunpowder
as **dismal** as a hearse
as **distant** as the horizon
as **dizzy** as a goose
as **docile** as a lamb
as **dreadful** as a gathering storm
as **dreary** as an empty house
to **drink** like a fish (drink too much)
to **drop** like flies (falling or dying in great numbers)
as **drunk** as a lord
as **dry** as dust (a bone)
as **dull** as ditchwater (dishwater)
as **eager** as a bridegroom
as **easy** as ABC (pie, as taking candy from a baby)
to **eat** like a horse
as **elusive** as quicksilver
as **empty** as an idiot's mind
as **enticing** as a riddle
as **essential** as the dew
to have **eyes** like a hawk (very good vision)
as **faithful** as a dog
as **far** as the eye can see
as **far apart** as the poles
as **fast** as light
as **fat** as a pig
as **fierce** as a tiger
as **fiery** as a volcano
to **fight** like cats and dogs (to fight very often)
it's like **finding** a needle in a haystack (very difficult to find)
as **firm** as a rock
as **fit** as a fiddle
something **fits** like a glove (fits perfectly)
as **flat** as a pancake
as **fleet** as the wind
as **fragile** as a house of cards
as **free** as a bird

as **fresh** as a daisy (the air in spring, a mountain stream)
as **friendly** as a puppy
to be **frightened** like a deer/rabbit caught in the headlights (very frightened)
as **frisky** as a lamb
as **gaudy** as a butterfly
as **gay** as a lark
as **gentle** as a lamb
as **glad** as a fly (a blooming tree)
to **gleam** like pearls
as **gloomy** as night
as **glorious** as the sun
as **glossy** as a mole (the finest silk)
as **good** as gold
as **graceful** as a swan
as **gracious** as the morning (a duchess)
as **grand** as a victory, (a Greek statue)
as **grave** as a judge
as **great** as a lord
as **greedy** as a dog (a hog)
as **green** as grass
as **grey** as smoke (time)
as **grim** as death (hell)
to **grow** like a weed (to grow fast)
as **grumpy** as a bear with a sore head
as **haggard** as specters/spectres (Brit.) (crime)
as **hairless** as an egg
as **hairy** as a spider
as **handsome** as paint (a picture)
as **happy** as a king (a lark, a dog with two tails)
as **hard** as nails (granite, steel)
as **harsh** as the truth
as **harmless** as a dove (a baby)
as **hasty** as fire
as **hateful** as death
as **healthy** as a May morning
as **heavy** as lead
as **helpless** as a baby

as **hideous** as the Witch of Ender
as **high** as heaven (the stars)
as **hoarse** as a crow (a raven)
as **hollow** as a drum
as **honest** as a mirror
as **hopeful** as the break of day
as **hot** as hell (fire, a desert, molten lead)
as **huge** as high Olympus
as **humble** as a worm
as **hungry** as a wolf (bear, a hunter)
incredible like a dream (hard to believe)
as **ignorant** as a child
as **illusive** as a dream (quicksilver)
as **immaculate** as an angel
as **immense** as the sea
as **immortal** as the stars
as **inconsistent** as the moon (the sea)
as **industrious** as an ant
as **inevitable** as death
as **innocent** as a lamb (a baby)
as **invisible** as air
irritable like a bear with a sore head
as **jealous** as a Spaniard (a cat)
as **jolly** as a shoe brush
as **joyful** as a fly
as **joyous** as the laughter of a child
as **jumpy** as a flea
as **keen** as mustard
as **killing** as a plague
like bringing a **knife** to a gunfight (to attend something completely unprepared)
as **kind** as consent
to **know** something like the back of your hand (know very well)
as **large** as life
as **lasting** as the pyramids
to **laugh** like a hyena
as **lawful** as eating

as **lawless** as a stormy wind
as **lax** as a cut string
as **lazy** as a pig (a toad)
as **lean** as a skeleton
as **level** as a pond
as **liberal** as the sun
as **lifeless** as the grave
as **light** as a feather (air)
as **lithe** as panther (a tiger)
to **live** like a candle in the wind
as **lively** as a cricket
as **loathsome** as a toad
as **long** as a month of Sundays
to **look** like death warmed up (to look very ill)
to **look** like the cat that ate the canary (to look very pleased)
to **look** like something the cat dragged in (to look very unappealing)
as **loose** as a goose
as **loud** as thunder
as **lovely** as Venus (a violet)
as **low** as a grave
as **loyal** as a dog (a dove)
as **mad** as a hatter (a March hare)
as **malicious** as Satan
as **mean** as a miser
as **meek** as a dove (a mouse)
to have a **memory** like a sieve (not a good memory)
as **merciless** as the grave
as **merry** as a cricket (a lark, spring)
as **mild** as a dove
as **mischievous** as a kitten (a monkey)
as miserable as sin
as modest as a dove
as **monotonous** as the sea
as **motionless** as a corpse
as **mournful** as the grave
to **move** like a bat out of hell/a scalded cat (very fast)

to **multiply** like rabbits
as **mute** as the grave (a tomb)
as **mysterious** as a sphinx
as **naked** as night (a jaybird)
as **natural** as life
as **nearsighted** as a mole
as **neat** as a nail (new pin)
as **needful** as the sun
as **nervous** as a mouse
as **new** as day
as **noiseless** as a shadow
as **noisy** as menagerie (a herd of elephant)
as **numerous** as the sand on the seashore
as **nutty** as a fruitcake
as **obedient** as a puppet
as **obstinate** as a mule (a pig)
as **old** as the hills (Methuselah, creation)
as **opaque** as the sky
as **open** as a smile
as **opposite** as the poles
as **pale** as death (a ghost)
as **passionate** as young love
as **patient** as Job (hours)
as **peaceful** as sleep
as **piercing** as light
as **persistent** as a mosquito
as **placid** as a duck-pond
as **plain** as day
as **playful** as a kitten (a rabbit)
as **pleased** as punch
as **poor** as a church mouse
as **populous** as an ant hill
as **powerful** as a lion (death)
as **powerless** as an infant
as **pretty** as a picture (paint)
as **progressive** as time
as **proud** as a peacock

as **punctual** as springtime
as **pure** as a lily (the driven snow)
as **quarrelsome** as a weasel
as **quick** as lightning (a wink, the wind, a flash)
as **quiet** as a mouse
as **rapid** as lightning
as **rare** as a blue rose
as **ravenous** as a winter wolf
as **red** as blood (rubies, a cherry)
as **regular** as sunrise (clockwork)
as **relentless** as fate
to **repeat** something like a broken record (to repeat continuously)
as **restless** as the wind (the sea, ambition)
as **rich** as Croesus
as **right** as rain
as **ripe** as a cherry
to **roar** like a lion
as **rosy** as a bride
as **rotten** as dirt
as **round** as a ball
as **rude** as a bear
to **run** like the wind (a cheetah)
to **run around** like a chicken with its head cut off (to behave aimlessly)
as **ruthless** as the sea
as **sacred** as a shrine
as **sad** as night
as **safe** as houses (the Bank of England, a tortoise under its shell)
as **salt** as brine
as **scarce** as hen's teeth (feathers on a fish)
as **secret** as thought
as **secure** as the grave
as **selfish** as a fox
to **sell** like hot cakes (to sell quickly)
as **senseless** as stones
as **sensitive** as a flower
as **serious** as a doctor
as **shameful** as sin

as **shameless** as a nude statue
as **shapeless** as an old shoe
as **sharp** as a needle (a razor)
as **shiny** as gold
as **short** as a dream (the life of a wave)
to **shout** like a horn
as **shy** as squirrel (a fawn)
as **sick** as a dog (a parrot)
as **silent** as the grave (the dead, a stone)
as **silly** as a goose (a sheep)
as **simple** as ABC
as **sincere** as sunlight
to **sing** like an angel
as **sleek** as a mouse
to **sleep** like a log
as **sleepless** as owls
as **slippery** as an eel (ice)
as **slow** as a snail (a tortoise)
as **sly** as a fox
as **small** as an atom (a speck of dust)
to **smell** like a flower
as **smelly** as dirty socks
to **smoke** like a chimney
as **smooth** as butter (silk, a baby's bottom)
as **snug** as a bug in a rug
as **sober** as a judge
as **soft** as silk (velvet)
as **solid** as bricks (the ground we stand on)
as **sound** as a bell
as **sour** as vinegar (lime)
to **sparkle** like diamonds
as **speechless** as a stone
as **spineless** as a jellyfish
as **spiteful** as a monkey
as **spotless** as snow
as **stale** as old beer
to **standout** like a sore thumb

as **steadfast** as the sun
as **steady** as a rock
as **stealthy** as a cat
as **stiff** as a poker (a post, a board)
as **still** as death (the grave, a statue, a log)
as **straight** as an arrow
as **strong** as a lion (an ox)
as **stubborn** as a mule
as **stupid** as a donkey (a log, a post)
as **sturdy** as an oak
as **sudden** as lightning
as **sulky** as a bear
as **superstitious** as sailors
as **supple** as a snake
as **sure** as sunrise (death, taxes)
to **sweat** like a pig
as **sweet** as honey (sugar)
to **swim** like a fish (a dolphin)
as **swift** as an arrow (lightning, a flash)
as **tall** as a steeple (giraffe)
to **take it** like a man (to behave bravely)
as **tame** as a sheep
as **taut** as fiddle string
a **temper** like a volcano
as **tender** as a lamb
as **terrible** as hell
as **tight** as teeth
as **thick** as a brick (not clever)
as **thick** as thieves (very close friends)
as **thin** as a rake
as **thirsty** as a sponge
as **thorny** as a rose bush
as **thoughtless** as a lark
as **tidy** as a candy shop
as **timid** as a mouse (a fawn, a rabbit)
as **tiny** as an ant
as **tired** as a dog

as **tough** as leather (nails, old boots)
as **trackless** as a desert (the sea)
as **tranquil** as the summer sea
as **transparent** as glass
as **tricky** as an ape
as **troublesome** as a monkey
as **true** as the gospel (steel)
as **ugly** as a scarecrow (sin, a toad, a mouse)
as **uncertain** as the weather
as **unchangeable** as the past
as **unclean** as sin
as **uncomplaining** as a lamb
as **uncompromising** as justice
as **unconquerable** as chewing gum
as **uncontrollable** as a wave
as **unfeeling** as rocks
as **unhappy** as King Lear
as **unmerciful** as the billows
as **unprofitable** as smoke
as **unreal** as a dream
as **unstable** as the wind
as **unsteady** as the ocean
as **unusual** as a sailor on horseback
as **upright** as a tower
as **useful** as a cow
as **vague** as a shadow
as **vain** as a peacock
as **variable** as the weather
as **vast** as eternity
as **venomous** as a snake
as **vigilant** as the stars
as **vigorous** as fire
as **voracious** as a camel
as **vulgar** as money
as **warlike** as a wolf
as **warm** as wool (sunbeams, toast)
as **wary** as a fox

as **wasteful** as a hen
to **watch** like a hawk
as **watchful** as a sentinel
as **wavering** as Hamlet
as **weak** as water (a baby, a kitten)
as **weather-beaten** as fisherman's oar
as **welcome** as a star (a rainstorm in hell, a skunk at a lawn party- not welcome)
as **wet** as a fish (a drowned rat)
as **white** as a sheet (snow, a ghost)
as **wide** as hope
as **willful/wilfull** (Brit.) as a mule
as **wily** as a fox
as **wise** as Solomon (an owl)
to **work** like a dream (the devil)
to **yell** like a maniac
as **yellow** as saffron (sulphur/sulfur (Brit.), jaundice)
as **young** as morning (dawn)
as **youthful** as the month of May
as **zigzag** as lightning

30. HOMONYMS

Homonyms have the same spelling and pronunciation, but they differ in meaning.

address

Provide your street **address** please.

We have to **address** the problem first.

arm

Sandy broke her **arm** when she fell.

Some countries aim to **arm** their soldiers with laser weapons.

back

At what time will you be **back**?

Tom carried the heavy bag on his **back**.

ball

The dog plays with the **ball**.

People dance at a **ball**.

band

When the **band** played, the people cheered.

I put a **band** round my ponytail.

bank

It is good to put your money in a **bank**.

The crocodile sleeps on the **bank** of the river.

bark

Our dog **barks** at cats.

The goats eat the **bark** of the trees.

bat

Bats fly at night.

Henry got a **bat** and a ball for his birthday.

bear

A **bear** is a large animal.

The girl can't **bear** the pain any longer.

beat

Mother **beats** the eggs for the pancakes.

I'm going to win today—you **beat** me yesterday.

bill

Mother wants to pay the **bill**.

Some birds have long **bills**.

blind

Some dogs are trained to lead **blind** people.

The **blind** helps to keep my room cool.

blue

I like the **blue** dress.

Mother is feeling a little **blue** today.

On a **blue** Monday everything goes wrong.

board

Mother cuts the vegetables on a **board**.

Mr. Jones is on the **board** of directors.

You have to **board** the ship now.

boil

I like a **boiled** egg.

The **boil** on her arm is very sore.

book

I don't want to read this **book**.

Father will **book** our seats.

bow

We **bow** our heads when the minister prays.

Cathy has a yellow **bow** in her hair.

break

Please do not **break** that glass.

During **break** the boys play rugby.

calf

The cow stays with her **calf**.

I am limping because I hurt my **calf**.

can

Can you do the sum?

Please open the **can** of peaches.

case

In **case** of an emergency, you can phone me.

The judge postponed the **case** to August 20. (20 August [Brit.])

change

Mother wants to **change** the carpets.

I wait for my **change** at the shop.

check

May I pay by **check**?

When are you going to **check** out?

Please **check** the stock before you leave.

cheek

She has mumps and her **cheeks** are swollen.

Sue had the **cheek** to take my pen without asking for it.

chip

I do not like to drink from a cup with a **chip**.

Mona loves vinegar on her **chips**.

chop

John will **chop** the wood for the fire.

I ate only one **chop** and a piece of sausage.

clear

We always help Mother to **clear** the table.

Your handwriting is very neat and **clear**.

coat

My **coat** keeps me warm.

Father puts another **coat** of paint on the table.

A bear has a thick **coat**.

cold

Winter is very **cold**.

If I have a **cold**, I have to stay inside.

crane

Cranes are often used in the construction of high buildings.

A **crane** is a big bird.

cream

William wants a **cream** shirt, not a green one.

I like **cream** on cake.

cross

We must **cross** the road at a safe place.

In our church there is a **cross** against the wall.

I get **cross** when she screams at me.

deck

The ship had twelve **decks**.

Did you buy a new **deck** of cards?

down

Please sit **down**.

Down is fine, soft feathers.

drain

Please **drain** the potatoes.

Father called a plumber because the **drain** was blocked.

draw

Jane **draws** a picture with crayons.

It is a **draw** when the score is even.

drop

There is not a **drop** of milk in the bottle.

Do not **drop** the cup.

duck

A **duck** quacks.

You will have to **duck** for cover if he throws a stone at you.

engaged

My sister got **engaged** and will marry in June.

The students are **engaged** in the lecture.

eye

We sleep with closed **eyes**.

It is hard to get thread through the **eye** of a needle.

fall

Be careful, don't **fall** into the pool.

Don't **fall** in love with him.

John had a bad **fall** and broke his ankle.

Fall (autumn) is the season before winter.

They had a steep **fall** in salaries.

fair

Sally has dark hair and Carol has **fair** hair.

Our church had a big **fair** to raise money for the poor.

It is not **fair** that I have to do his work.

fast

My grandfather does not drive **fast**.

I am going to **fast** today and eat nothing.

fat

It is not healthy to be too **fat**.

Mother cuts the **fat** off the meat.

fawn

file

The carpenter often uses a **file** in his workshop.

I put my notes in a **file**.

fine

John was ill but he is **fine** now.

He got a **fine** for parking on the red lines.

fit

That dress **fits** you nicely.

Jogging keeps me **fit**.

flat

As **flat** as a pancake.

They live in a small **flat**.

foot

She hurt her **foot** on the rocks.

One **foot** is equal to twelve inches.

fringe

The couch has a **fringe** at the bottom.

She has long hair and a **fringe**.

groom

The **groom** should not see the bride before the wedding.

She has to **groom** her horse regularly.

hand

Ken writes with his left **hand**.

Please **hand** me that book.

head

My **head** aches.

He is the **head** of the department.

hood

Father opens the **hood** of the car to check the oil.

She likes a jacket with a **hood**.

ice

I like lots of **ice** in my water.

She uses icing sugar to **ice** the cake.

iron

Use a hot **iron** to **iron** cotton.

The **iron** pole is very heavy.

We need enough **iron** in our diet.

jam

I like fig **jam** on my bread.

Barney was late because of a traffic **jam**.

kind

Our teacher is very **kind**.

What **kind** of meat is this?

lay

Birds **lay** eggs.

I always **lay** the table.

Last night I **lay** on my bed and watched television.

lead

Some dogs are trained to **lead** blind people.

The **lead** sentence is the first sentence in an article or book.

lean

The opposite of fat is **lean**.

Why do you always **lean** against the wall?

left

Do you write with your **left** hand?

I **left** my book at home.

letter

A is the first **letter** of the alphabet.

Sally wrote me a **letter**.

light

Please turn of the **light**.

Mother loves her **light** blue dress.

Ben gave her a **light** kiss on her cheek.

Plants need **light** to grow.

line

We had to stand in a straight **line**.

I phoned mother but the **line** was busy.

Draw a **line** from the one dot to the other.

The material is too soft, you need to **line** the jacket.

match

I need a **match** to light the candle.

The team has a **match** on Saturday.

I don't think you can **match** my record.

mean

Do not be **mean** to another person.

I **mean** what I say.

mine

There are many gold **mines** in South Africa.

That pen is **mine**.

During the war many soldiers were killed by enemy **mines**.

mole

The doctor removed the **mole** on her cheek.

A **mole** lives underground.

nail

Laura broke a **nail** when she tried to open the flask.

Tony pulled the **nail** out of the wood.

note

I shall write you a **note** to remind you.

Please **note** that I am not going with you.

order

I am going to **order** fish.

Everything is in **order**.

You need to obey an **order**.

pack

I have to **pack** my bags.

She bought a new **pack** of cards. (Brit.)

park

We love to walk in the **park**.

Park the car in the garage.

play

Jamie loves to **play** tennis.

Peter acted in the **play**.

raise

After the operation I cannot **raise** my left arm.

The pupils need to **raise** money for a tour.

He asked his manager for a **raise** in salary.

rest

After the hard work I need a **rest**.

Take what you can use and throw the **rest** away.

right

I write with my **right** hand.

It is their **right** to strike.

Is this **right** or wrong?

Wait for me **right** here.

rock

Please **rock** the baby's cradle.

Tom likes **rock** music.

Chris slipped on a **rock** and fell into the water.

rose

A **rose** is a beautiful flower.

The pupils **rose** to their feet when the principal entered.

row

The pupils must stand in a **row**.

You **row** a boat.

saw

I **saw** Ann at church.

Father uses the **saw** to **saw** wood.

seal

I **seal** the envelope before I mail it.

The **seal** swims in the waves.

set

The sun will **set** at about seven.

Please **set** the table.

They **set** off to Paris.

I bought a lovely **set** of glasses.

shower

The boys **shower** in the morning.

Tomorrow will be cloudy with **showers**.

sick

I am **sick** and am not going to school.

His jokes are **sick** and offensive.

Paula is **sick** of him moaning about everything.

sign

Just give me a **sign** if you see someone coming.

She needs to **sign** the document.

We saw no **sign** of him.

What does the **sign** say?

sow

The **sow** cares for her piglets.

The farmers **sow** the seed.

space

I have no wish to travel in **space**.

Mary needs **space** to store her belongings.

store

I need to go to the **store** to buy things.

We **store** extra furniture in the garage.

tank

Father bought a **tank** to save water.

Nicci likes to wear a **tank** top and shorts.

Tanks were developed in World War I.

tie

If a man wears a suit, he often also wears a **tie**.

Help her to **tie** her shoes.

trip

Don't **trip** over that rock.

During the holidays we are going on a **trip**.

watch

Mother likes to **watch** tennis.

I look at my **watch** to see what the time is.

wave

Wave at me if you see me.

I like to dive through a **wave**.

watch

She got a silver **watch** for her birthday.

Let's **watch** the movie.

well

The farmer gets water from a **well**.

Father is **well**, thank you.

Well, I am not sure about her, but I am going.

Miranda sings very **well**.

wind

The **wind** ripped the roof off the building.

Babies get **wind** by swallowing air.

yard

The dogs enjoy to play in our big **yard**.
She only needs one **yard** of lace.

31. HOMOPHONES

These words sound alike but differ in spelling and meaning.

See: Words often confused

all, awl

All the learners have to attend the concert.

An **awl** is a tool to make holes with.

accept, except

I shall **accept** the rules.

All the children were there **except** Jane.

advice (noun), advise (verb)

The teacher always gives us good **advice**.

Mother **advised** me not to go to the party.

air, heir

He went outside for some fresh **air**.

Put your hands in the **air**.

Peter was the sole **heir** to his father's estate.

aisle, I'll, isle

The bride looked very pretty when she walked down the **aisle**.

I'll return your book tomorrow.

An **isle** is a small island.

aloud, allowed

Jenny had to read the story **aloud** in class.

The children are not **allowed** to play in the busy street.

altar, alter

The minister stood on the **altar** when he delivered his sermon.

You need to **alter** your plans, the road has been damaged.

Mother needs to **alter** my dress because it doesn't fit nicely.

ascent, assent

His **ascent** up the mountain was exhausting.

As she is a hard worker, her **ascent** up the company was quick.

He has to give his **assent** before we can start with the project.

ate, eight

He **ate** all his food.

She is **eight** years old.

axil, axle

A bud is formed in the **axil** of a leaf.

The rear **axle** of the car broke and caused the accident.

ball, bawl

The baby plays with the big **ball**.

They danced a lot at the **ball**.

The mother told her child not to **bawl** so loudly.

bare, bear

I can't walk on the rocks with **bare** feet.

Sally saw a beautiful white **bear** in the zoo.

be, bee

We must always **be** honest.

There is a **bee** on the flower.

beat, beet

William can **beat** you in tennis.

I wish someone would **beat** up that bully.

All of us like **beet** salad.

berth, birth

Tom wants to sleep on the upper **berth** of the cabin.

Lucy gave **birth** to a cute little girl.

berry, bury

I like a **berry** on top of my dessert.

We are going to **bury** my grandmother on the farm.

blew, blue

The wind **blew** the leaves away.

The sky is **blue**.

board, bored

Mother chops vegetables on a cutting **board**.

If you are **bored**, get something interesting to do.

boarders, borders

There are five **boarders** staying in the house with them.

You need a passport to cross the **border** into Mexico

You can put a **borders** around your drawings.

brake, break

The car crashed into the wall because the **brakes** did not work.

Do not not **break** my bicycle.

bread, bred

She likes cheese on her **bread**.

The horse was **bred** by a well-known breeder.

bridal, bridle

A traditional **bridal** gown is white.

A **bridle** is part of the harness of a horse.

Britain, Briton

In 1939 **Britain** and France declared war on Germany.

A British person is a **Briton**.

brows, browse

He wiped the sweat from his **brows**.

Betty loves to **browse** through the magazines.

buoy, boy

The swimmers had to swim around the **buoy**.

Is her baby a **boy** or a girl?

by, bye, buy

He was attacked **by** a lion.

Bye, I'll see you on Sunday.

Father wants to **buy** a new car.

caddie, caddy

The **caddie** carry the player's clubs.

She took the tea out of the **caddy**.

cell, sell

Four prisoners sleep in one **cell**.

We are going to **sell** our car.

cellar, seller

The wine is kept in a **cellar**.

The **seller** gave he a huge discount.

cent, scent, sent

A dollar is equal to hundred **cents**.

The cat followed the **scent** of the mouse.

I **sent** her a present on her birthday.

clause, claws

A sentence must have at least one **clause**.

A lion has huge **claws**.

coarse, course

That material is too **coarse**, it will scratch me.

We had three **courses** in the restaurant.

Of **course**, you are welcome.

She is taking a **course** in typing.

You can view the bike **course** on the map.

crews, cruise

The **crews** of the ships are very friendly.

We are in no hurry so we can just **cruise** all the way.

We went for a **cruise** around the island.

cymbal, symbol

Rose strikes the **cymbals** in the orchestra.

A heart is the **symbol** of love.

dear, deer

My **dear** friend, I'll miss you so much.

The hunter shot a **deer**.

device (noun) and devise (verb)

Father bought a **device** to simplify the work.

Tom **devised** a way to leave earlier.

desert, dessert

It seldom rains in a **desert**.

Please don't **desert** me, I need you here.

I love **dessert** after my meal.

die, dye

I don't want my cat to **die**.

Sandra is going to **dye** her hair.

doe, dough

A doe is a female **deer**.

Bread is made from **dough**.

ewe, you

The **ewe** cares for her lamb.

I want to go with **you**.

fair, fare

Her **fair** hair is very pretty.

Mavis has to pay her **fare** for the bus.

fate, fete

It is her **fate** to spend her life alone.

There were many food stalls at the **fete**.

flair, flare

James has a natural **flair** for painting.

The fire **flared** up again.

Her dress has a wide **flare**.

flea, flee

A **flea** is small and very hard to catch.

They had to **flee** before the storm.

flew, flu

I saved the dove from the cat and it **flew** away.

Simon has **flu** and is staying in bed today.

flour, flower

We use **flour** to bake bread.

I put the **flower** in a vase.

genes, jeans

Children can inherit defective **genes** from their parents.

Levi Strauss invented blue, denim **jeans** in 1853.

grate, great

Please **grate** the carrots for the salad.

We had a **great** day at the beach.

The possibility that you will cause an accident is **great**.

groan, grown

I heard him **groan** with pain.

grown He has **grown** very tall.

hall, haul

All the learners had to attend the meeting in the **hall**.

It was hard to **haul** her out of the water.

hear, here

Yes, I can **hear** you very well.

You have to sign **here**.

Come **here**, I want to talk to you.

heroin, heroine

Heroin is a very dangerous drug.

The **heroine** saved the children from drowning.

hoarse, horse

Her throat is sore and her voice is **hoarse**.

Will's **horse** is a beautiful, black stallion.

hole, whole

The rabbit ran into the **hole**.
I want to eat the **whole** apple.

hour, our

In one **hour** we have to leave.
We love **our** dogs.

idle, idol

Sue, don't be so **idle**, do something worthwhile.
He is my **idol** and I adore him.
In Ancient Egypt **idols** like bulls and calves were worshipped.

in, inn

Father is **in** the lounge.
We booked a room at an **inn** for the night.

its, it's

The dog eats **its** food.
It's hard to study so much.

kernel, colonel

Tap the pine nut lightly with a hammer to get the **kernel** out.
A **kernel** sentence has only one verb.
The **colonel** ordered the soldiers to attack.

key, quay

I haven't got the **key** to open the door.
We stood on the **quay** and watched the ships.

knead, need

Mother **kneads** the dough.
I **need** to go to the store to buy milk.

knew, new

He is a hard worker and I **knew** he would pass.
Sally **knew** her work well and also passed.
Tammy wants a **new** dress for the party.

knight, night

Knights often used their swords.
It is dark in the **night**.

knit, nit

Auntie Jane taught me how to **knit** slippers.
A **nit** is the egg of a louse found in human hair.

knot, not

The rope was fastened with a tight **knot**.

Do **not** borrow money from your friends.

know, no

Do you **know** your work well?

No, I cannot do the sum.

lain, lane

The poor man had **lain** in the snow for three hours before he was saved.

Swimmers and athletes have to stay in their **lanes**.

The road to the farm is a narrow **lane**.

leak, leek

There is a **leak** in the basin and the water is pouring out.

She puts a **leek** in the soup.

loan, lone

Charlie has to pay back the **loan** with interest.

A **lone** lion slept under the tree.

male, mail

Is the puppy a **male** or a female?

I got some **mail** from home.

manner, manor

He speaks in a very relaxed **manner**.

The wealthy man lives in a beautiful **manor**.

mane, main

The horse has beautiful, long **mane**.

The shop is in the **main** road.

meat, meet

A vegetarian does not eat **meat**.

She will meet as at the **station**.

meter, metre

We have parking **meters** in the main road. (Amer./Brit.)

Please convert the yards to **meters**. (Amer.)

I need one **metre** red material. (Brit.)

mind, mined

Never **mind**, everything is in order.

The clever boy has a great **mind**.

Do you **mind** if I join you?

Latin American countries export great amounts of illegally **mined** gold.

muscle, mussel

I strained a **muscle** when I overstretched my arm.

Gina does not eat **mussels** or oysters.

none, nun

None of them is going to the movies.

A **nun** does not always wear black.

one, won

One child, two children.

Peter **won** the prize.

oar, or, ore,

When he rowed the boat, the one **oar** fell into the water.

You can go with us **or** stay at home.

Ore is rock that contains minerals with elements that can be extracted.

packed, pact

Audrey **packed** two bags.

The hall was **packed** with people.

In 2016 The European Union and Canada signed a trade **pact**.

pain, pane

Rose has a lot of **pain** after her operation.

A bee is buzzing against the window **pane**.

pail, pale

He waters the tree with a **pail**.

Jane turned very **pale** when she received the bad news.

pair, pear

I have two **pairs** of black shoes.

A **pear** is a fruit.

pause, paws

There was a long **pause** before he continued.

A lion has huge **paws**.

peace, piece

I don't want to fight, I just want peace.

piece May I have a piece of the tart?

plain, plane

She is a **plain** girl and does not wear make-up.

The antelope graze on the grass **plains**.

You have to be in time to board the **plane**.

plait, plate

For school Sue braids her hair into a single **plait**.

She served the food on a blue **plate**.

The number **plate** of the car got lost.
The small **plate** of the stove is still hot.

pray, prey

Pray for Sandy to get well.
The crocodile pull his **prey** under the water.

principal, principle

The **principal** of the school is very strict.
We should all have sound **principles**.

read, red

Sally **read** in bed last night.
I like blue and **red**.

rains, reigns, reins

It seldom **rains** in a desert.
A king **reigns** over a country.
Reins are used to control a horse.

raise, rays

If you know the answer, please **raise** your hand.
Mr Jones said he thinks he should give his worker a **raise** in salary.
It is hard work to **raise** a child.
The **rays** of the sun can harm your skin.

rap, wrap

She does not like **rap** music.
Please **wrap** her gift with the pink paper.
Wrap the blanket around you to stay warm.

review, revue

The author hopes the book will get a good **review** in the magazine.
We loved all the songs and dancing in the **revue**.

right, write

She **writes** with her **right** hand.

ring, wring

Ring the bell and I shall open the gate.
Amy got a lovely **ring** for her birthday.
The boxer got back into the **ring**.
She **wrings** her hands when she is upset or worried.
You have to rinse and **wring** the washing.

road, rode, rowed

The dog was hit by a car in the **road**.

I **rode** on an elephant.

Jimmy took the boat and **rowed** on the dam.

role, roll

She auditioned for a **role** in the play.

Is your name on the **roll**?

The dogs love to **roll** on the grass.

Henry loves meat and lettuce on a **roll**.

It is your turn to **roll** the dice.

Please buy a **roll** of tissue paper.

rose, rows

A **rose** is a popular flower.

We have to stand in **rows**.

root, route

A plant cannot grow without **roots**.

New York City has many cycling **routes**

sail, sale

Jenny loves to **sail** with her uncle on his yacht.

Mother bought a nice dress at the summer **sale**.

scene, seen

It was a shock to see the crime **scene**.

Have you **seen** my dog?

sea, see

The **sea** can be very rough.

Father can see well without his glasses.

seam, seem

Penny needs to shorten the **seam** of her dress.

The boys **seem** to be very happy in school.

side, sighed

The beggar sat at the **side** of the road.

I have a pain in my **side**.

She **sighed**, but did not complain.

some, sum

Some of you will not pass the test.

I cannot do the **sum**.

son, sun

He has a **son** and a daughter.

In summer the **sun** often shines.

spade, spayed

Roy uses a **spade** to dig a hole.

All cross-breed female dogs should be **spayed**.

stake, steak

You cannot give up, too much is at **stake**.

Ben loves to eat **steak** and chips.

steal, steel

If I leave my purse on the counter someone might **steal** it.

Steel is a kind of metal.

suites, sweets

The **suites** in the new hotel are beautiful.

Children usually love **sweets**.

tail, tale

The cat has a fluffy **tail**.

Tell me a **tale** about a clever jackal.

their, there

John and Peter play with **their** dogs.

There are many dogs outside.

throne, thrown

Prince Charles is the oldest heir to the **throne** in British history.

Kelly got injured when she was **thrown** off a cliff.

tide, tied

During high **tide** the waves are huge.

The robber **tied** Peter's hands behind his back.

to, too, two

I am not going **to** school tomorrow.

Do you want **to** stay at home too?

The **two** girls are playing chess.

toe, tow

The boy stubbed his big **toe** against a rock.

Our car broke and Chris had to **tow** the car back.

tucks, tux

Henry **tucks** his shirt in for formal events.

The groom wore a black **tux** and a black bow tie.

vain, vein

She shouted in **vain** for help.

Phil is so **vain**, he thinks he's the smartest boy in our class.

The doctor struggled to find a **vein** to draw blood.

wail, whale

Do not **wail**, everything will be fine.

The blue **whale** is the largest animal on Earth.

waist, waste

She has a tiny **waist** and looks pretty in all her clothes.

We should not **waste** food.

war, wore

Many American and British soldiers died in **wars**.

Suzie **wore** a pretty dress to the party.

ways, weighs

Look both **ways** before you cross a street.

There are many **ways** to earn money.

Her cat **weighs** about 6 kg.

weak, week

I have flu and feel very **weak**.

There are 52 **weeks** in one year.

wear, weir, where

The learners **wear** navy blazers to school.

The wall had started to **wear** away.

They built a **weir** in the river to raise the water level.

Where is John?

weather, whether

The **weather** is nice for swimming.

I want to know **whether** you are coming or not.

which, witch

Which movie would you like to see?

The **witch** wears a pointed black hat.

whine, wine

Some babies **whine** for hours to get attention.

He drank too much **wine** and couldn't drive home.

yoke, yolk

She bought a navy dress with a white **yoke**.

An egg **yolk** contains iron, and vitamins.

32. PARTS OF SPEECH

Nouns

A noun is the **name of something**. (people, animals, places, things, feelings)

Countable nouns are things that we can count. (three **cats**)

Uncountable nouns are things that we cannot count. (**sand, water**)

Concrete nouns are things that you can taste, touch, hear or see.

(**pancakes, cat, chair, wind, house**)

Nouns that are formed from verbs and end in **-ng** are called **gerunds**.
(Running is good exercise.) **See:** Gerunds

1. **Common nouns** are the names of things, places or people.

- *We live in a **house** and have two **cats** and a **dog**.*
- *The **children** like to play in the **park**.*
- *James is a **doctor** and Jimmy is a **teacher**.*

2. **Proper nouns** are the specific names given to common nouns (places, persons, animals, buildings, etc.) They are always written with capital letters. **See:** The capital letter

- *My uncle lives in **Salisbury**.*
- *My sister's name is **Marian** and her cat's name is **Tammy**.*
- *The **Empire State Building** is in **Manhattan**.*

3. **Collective nouns** are names for collections or groups of people, animals or things. **See:** Collective nouns

- *A huge **flock** of birds flew over our house.*
- *I bought Mother a **bouquet** of flowers for her birthday.*
- *Mary wore a long **string** of pearls around her waist.*

4. **Abstract nouns** name an idea, feeling, quality or concept and cannot be seen, touched, heard or smelled. (love, fear, happiness, anger, naughtiness, sadness, shock)

- *I have a great **idea**.*
- *Simon and Fred had **fun** at the beach*
- ***Kindness** is a great asset.*

5. A **compound noun** is made up with two or more words. **See:** Compound words

- *She needs a nice **haircut**.*
- *It was supposed to be **sunshine**, but now it's raining.*

The possessive form of a noun shows that something is owned (possessed). **See:** The apostrophe

(a) You add an '**s**' for a singular noun.

- *Sam's shirt is blue.*

(b) You add just an '**'**' for a plural noun that ends in **s**.

- *The girls' dresses are red.*

(c) When a plural noun does not end in an **s**, you add an '**s**'.

- *The women's dresses are black.*

Adjectives

An adjective is a describing word. It tells us more about a noun or pronoun and makes the meaning more exact.

An adjective can be used **before** or **after** a noun.

- *The **pretty** girl is crying.*
- *The crying girl is **pretty**.*

An attributive adjective comes before the noun.

- *The **pretty** girl is crying.*

A predicative adjective comes after the noun and follows a verb.

- *The crying girl is **pretty**.*

We use a comma between two or more adjectives.

- *The sad, pretty girl is crying*

1. Descriptive (or quality) adjectives describe what kind. They are the most commonly used adjectives.

- *The **small** child plays with the **friendly** dog.*
- *Lian wears a **navy** blazer to school.*

2. Possessive adjectives show ownership and are used in front of the noun.

See: Possessive pronouns

- *Anne always wears **her** blue dress to church.*
- *The cat eats **its** food.*

3. Proper adjectives are proper nouns used as adjectives. They take capital letters.

- *We love **American** movies.*
- *The **July** weather in London is usually pleasant.*

4. Demonstrative adjectives point things out.

- *Mother likes **this** picture.*
- ***These** children know their work.*

5. Adjectives of number or quantity specify **how much** or **how many**.

They are used with all numbers accompanying a noun and all definite and indefinite amounts. (**Examples:** half, more, some, many, less, any, whole, little, enough, two, four, etc.)

- *There is only **one** apple.*
- ***Some** animals are dangerous.*
- *James wants **more** milk.*

6. Adjectives of order specify the position or order.

- *Jo went over the gate **first**.*
- *Arno was the **second** boy to cross the line.*

7. Compound adjectives are two or more adjectives usually linked with a hyphen.

- *Mother bought a **two-seater** couch.*
- *I love **sun-dried** peaches.*

8. Interrogative adjectives help to ask a questions.

- ***Which** ball is hers?*
- ***Whose** book is that?*

9. Relative adjectives link adjectival clauses. There are only two relative adjectives, **which** and **what**.

- *I don't know **which** pen is mine.*

Note:

A relative adjective refers to a noun; a relative pronoun does not. (*I don't know **which** is mine.*)

Verbs

Verbs describe what is happening. (present, past and future) The time that the action takes place is called the tense. **See:** Tenses

1. A verb expresses an action or a state of being. Every sentence must have a verb.

- *My mother **works** from home.*

2. Verbs change their form, or sometimes the verb changes completely, to show when the action took place.

- *She **works** hard. (present)*
- *She **worked** hard. (past)*
- *She **will work** hard. (future)*

3. Verbs agree to subject numbers. Singular subjects need singular verbs; plural subjects need plural verbs. (Add an **s** to the verb if its subject is singular.)

- *Tom works hard.*
- *The children work hard.*
- *John plays in the park.*
- *John and Peter play in the park*

4. Verbs can consist of more than one word.

- *I **am doing** my homework.*
- *The dogs **were playing** on the lawn.*

5. Imperative verbs give instructions or commands.

- ***Clean** the floor, John!*
- ***Use** the broom!*
- ***Do** your homework!*

Finite and infinite verbs

The finite verb

A finite verb (or main form of the verb) can stand on its own. It can be singular or plural and has a subject and a tense.

- *Merle **sings** in church.*
- *Peter and Louis **sing** in church.*
- *Last week she **sang** in church.*

The infinite verb

The infinitive form of the verb is formed by adding **to** to the basic form of the verb. Infinitive verbs cannot stand alone.

- *I like **to walk** to school.*
- *Mary went **to play** with Ann.*

Regular and irregular verbs

Regular verbs are changed into the past tense by adding **-ed** to the end of the verb. (work + ed = worked.)

- *I **played** with her yesterday.*
- *Father **worked** late last night.*

Irregular verbs change in a different way or not at all. (write - wrote, burst - burst)

- *Last week I **wrote** him a letter.*
- *Mandy was very sad and **burst** into tears.*

Auxiliary verbs

1. An auxiliary **verb is a helping verb** that comes before the main verb in a sentence. (**Examples:** am, is, are, was, were, has, have, had, do, did, will, shall, do, does, did, etc.)

See: Uses of the verb to be, Has, have and had, Do, does and did, Can and may

2. Auxiliary verbs can **stand alone** in a sentence.

- *Jane **is** ill.*

3. Auxiliary verbs **help to form the tense** of the sentence. The verb to be changes from the present tense to the past tense or future tense but the participle stays the same.

- *I **am** doing my homework.*
- *I **was** doing my homework.*

4. In the continuous tenses, the auxiliary **verb "to be" is used with the present participle of the verb**, which always ends in **-ing** (running, speaking, working).

- *Merle **is** singing.*
- *Merle **was** singing.*
- *Merle **will be** singing.*

Examples of auxiliary verbs which are always used with the present tense of the verb: shall, will, may, can, should, would, could, might, must.

- *We **shall** go.*
- *He **might** join us.*
- *Mother **should** leave tomorrow.*

Gerunds

Nouns that are formed from verbs and end in **-ing** are called gerunds.

- *Running is good exercise.*

When you can use **the** in front of a word ending in **-ing**, it is a gerund.

- *The writing in his book is neat.*
- *The singing in church was beautiful.*

If a noun or pronoun is used **before a gerund, the possessive form** (my, her, his, our, their, etc.) must be used.

- *Their shouting is unpleasant.*
- *Tom's crying upsets Mother.*

Participles

Participles help to form the tenses of verbs.

The present participle is formed when we combine an auxiliary verb (am, have, etc.) and a main verb (finite verb) to which we add **-ing**.

- *I am working.*
- *She was playing.*

The past participle is usually formed by adding **-ed** to the verb.

- *I have worked outside.*
- *She has played with the cat.*

Note:

When a participle ending in **-ing** acts as a **noun**, it is called a gerund. (*Working is not nice.*) **See:** Gerunds

Adverbs

An adverb gives more information about a verb, adjective or other adverb. It is used to make a phrase or sentence more exact.

- Jimmy walks **fast**. (More information about the verb **walks**.)
- She is a very **friendly** girl. (More information about the adjective **friendly**.)
- John ran very **quickly**. (More information about the adverb **quickly**)

Types of adverbs:

1. Adverbs of manner describe how an action takes place. (ask how?)

(**Examples:** neatly, quickly, strongly, carefully, slowly, fast, etc.)

- She walks **slowly**.

2. Adverbs of place (ask where?) (**Examples:** here, there, anywhere, far, near, nowhere, inside, etc.)

- Go and play **there**.

3. Adverbs of time describes when an action took place. (ask when?)

(**Examples:** yesterday, today, immediately, soon, now, etc.)

- Granny is coming **tomorrow**.

4. Adverbs of frequency (ask how often?) (**Examples:** never, occasionally, now, soon, always, sometimes, seldom, often, etc.)

- We **never** forget to do our homework.

5. Adverbs of degree (ask to what extent?) (**Examples:** very, extremely, quite, almost, hardly, barely, just, less, nearly, really, etc.)

- The tank is **nearly** empty.

6. Adverbs of duration tell us how long an action continued, if it is still happening, stopping or is not happening at that time. (**Examples:** briefly, forever, long, shortly, permanently, temporarily, quickly, still, yet, already, no more, any more, any longer, etc.)

- We **quickly** finished our homework.
- Mother is **still** working.
- Sheila is not playing tennis **any more**.
- The concert has not started **yet**.

Note:

- Adverbs can consist of more than one word.
- Adverbs often end in **-ly**.

Pronouns

A pronoun takes the place of a noun and avoids repetition of the noun.

The first person: The person or people speaking or writing. (I, me, we, us, my, mine, our, ours)

The second person: The person or people spoken or written to. (you, yours)

The third person: The person, people or things being spoken or written about. (she, he, her, him, it, his, hers, its, they, them, their, theirs)

1. Personal pronouns refer to people or things. (**Examples:** I, me, we, us, you, he, she, it, him, they, them)

- Sue said **she** wants to go to town.
- The boys are upset because **they** may not go to the party.
- Jamie said **he** will repair the car.
- The cat eats **its** food.

2. Possessive pronouns show that something belongs to someone.

(**Examples:** my, mine, our, ours, your, yours, her, his, hers, their, theirs, its)

- The ball belongs to **her**.
- It is not yours, it is **mine**.
- **Ours** will be paid tomorrow.
- The cat washes **its** face.

3. Relative pronouns refer to persons or things already mentioned. They are used to join sentences. (**Examples:** which, that, who, whom, whose)

- The car was white. The car ran into the river.
- The car **that** ran into the river was white.
- Fred was injured. Fred is in hospital.
- Fred, **who** was injured, is in hospital.
- My cousin's dog died. My cousin got a new puppy.
- My cousin, **whose** dog died, got a new puppy.

4. Reflexive pronouns refer back to the subject (noun or pronoun) of the sentence. They end in -self or -selves. (**Examples:** myself, yourself, himself, herself, itself, ourselves, themselves)

- *I wash **myself**.*
- *The dog licks **itself**.*
- *We can go to the shop **ourselves**.*

5. Demonstrative pronouns point to and identifies a noun or pronoun. (**Examples:** this, that, these, those)

- ***This** is yours.*
- *Norman wanted **those**.*
- *My brother studied **that**.*

Do not confuse demonstrative **pronouns** and demonstrative **adjectives**.

Demonstrative pronouns identify or point to a noun.

- ***This** is **my** dress.*

A demonstrative adjective describes the noun that follows it.

- ***This** book is **mine**.*

See: Demonstrative adjectives

6. Interrogative pronouns ask questions. (**Examples:** who, what, which, whose, to, whom)

- ***What** is Mother doing?*
- ***Which** book is yours?*
- ***Whose** book is she reading?*
- ***To whom** does the car belong?*

7. Indefinite pronouns refer to people or things in a general way. They are not definite in number. (**Examples:** one, other, you, some, many, none, no-one, anyone, everyone, someone)

- ***One** should make your bed every morning.*
- ***Many** were away.*
- ***Someone** broke the ladder.*

Conjunctions (Connecting or linking words)

Conjunctions join words, sentences, phrases and clauses. (Examples:

after, as, and, also, then, but, firstly or, because, however, yet, although, unless, so, if, because, before, next, last, yet, in addition, as well as, etc.)

- *James tried hard, **but** he did not win.*
- *Jenny **and** Carol are clever.*
- *I bought the book **because** I need it.*

1. Conjunctions of time

(**Examples:** before, after, until, since, when, while, finally, at the same time, etc.)

- *Finish the project **while** you have time.*

2. Conjunctions of order

(**Examples:** next, lastly, firstly, before, in addition, finally, etc.)

- *Mary does not need a new bag **and** **secondly**, she does not want one.*

3. Conjunctions of cause and effect

(**Examples:** because, since, as, for, yet, therefore)

- *I bought the book **because** I need it.*

Interjections

Interjections are words that are added to a sentence to show emotion.

- ***No!***
- ***Wonderful!***

33. PREPOSITIONS

Prepositions show the relationship of one thing to another.

Prepositions tell us where, when and how things happen. (to, into, past, down, up, across, near, under, below, behind, in front of, on, above, around)

1. A **common preposition** is a one word preposition.

- *We live **on** a farm.*
- *Tom **dived** into the dam.*

• **There are about 70 common (one-word) prepositions in the English language.**

2. A **compound preposition** is a preposition where two or more words are used as a group.

- *She sits **next to** me.*
- *As **far as** I know he is not guilty.*

3. A **prepositional phrase** includes the preposition and its object.

- *I love living **near the mountain**.*
- *She got the doll **from her aunt**.*

4. Prepositions can also be used **at the end of a sentence**.

- *That book has not been paid **for**.*
- *Do you know what you are taking **on**?*
- *John has much to feel sad **about**.*
- *Where does she come **from**?*

List of often used prepositions

About

forget **about** it
travels **about** the world
brags **about** cleverness
tell **about** the incident
glad **about** the money
know a lot **about** sewing
about 75 survivors
kind **about** something
costs **about** two dollars

Across

walk **across** the bridge
slap **across** his face
a shop just **across** the street
friends live **across** the country

After

ran **after** the ball
takes **after** his father
week **after** week
go home **after** school
close the door **after** you
birthday comes **after** his
to ask **after** someone
named **after** her mother
he arrived **after** all

Against

injected **against** diseases
work **against** your will
play rugby **against**
wind blows **against** the curtains
vote **against** a decision
insured against break-ins
cycle **against** strong winds
have nothing **against** her

weigh advantages **against** disadvantages
your back **against** the wall
advise **against** something
rate of exchange the euro against the dollar
his weight is **against** him
the bed against the wall
the odds are stacked **against** her

Among

a dam **among** the trees
divide **among** three
agree **among** ourselves
among the first to arrive
be **among** friends

At

be here **at** nine o' clock
buy **at** a shop
it is **at** your disposal
knock **at** the door
surprised **at** something
at church
sell **at** ten cents
stars shine **at** night
good **at** figures
laugh **at** him
at your disposal
book **at** a quest farm
aim the gun **at**
an expert **at**
meet you **at**
look **at** someone
at that time
at war
arrive **at** a place
shout **at** someone
at an end
sit **at** table
near **at** hand

the time **at** which

Before

brought **before** a judge

come **before** me

sit **before** the fire

be back **before** lunch

the day **before** yesterday

they stood **before** the pulpit

put your work **before** pleasure

say something **before** the whole class

many years of **study** lay before me

retreat **before** the tanks

Behind

behind the tree

behind the times

do something **behind** his back

look **behind** you

lock the door **behind** you

behind schedule

in difficult times her family stood **behind** her

the man **behind** the plan

put something bad **behind** you

Between

between John and Sam

a matter **between** the two

between two fires

C comes **between** A and B

travel **between** the two schools twice a day

the border **between** Peru and Brazil

decide **between** us

bad feelings **between** them

Beyond

beyond all our hopes

beyond doubt

beyond repair

beyond his ability

nothing **beyond** his car and house

not working **beyond** midnight

By

travel **by** car (bus, train, etc.)

met **by** chance

died **by** violence

connected **by** a railway

pay **by** the hour

hit **by** a stone

learn **by** experience

to live day **by** day

by accident (mistake)

do **by** yourself

four **by** six feet

divide or multiply **by** two

wash **by** hand

carry **by** the handle

mean **by** that

attacked **by** someone

one **by** one

made **by** hand

hunt **by** night

by the way, have you

sold **by** auction

by that time

sit **by** the window

teachers **by** profession

scared **by** the dog

During

during the day

during his stay

during the 1970s

For

for sale

go **for** a walk (swim, etc.)

prepare **for** a meeting

change trains **for** Pretoria

away **for** a few days

grateful **for** help
know **for** certain
blame someone **for**
for or against a proposal
pay **for** something
ready **for** supper
working **for** a company
searched **for** something
ask **for** information
walked **for** miles and miles
apply **for** a job
could not speak **for** fright
leave **for** New York
curtains **for** the bedroom
cry **for** joy
word **for** word
died **for** his friend
mourn **for** someone
no need **for**
for the last time
small **for** her age
From
drink **from** a cup
died **from** lack of
suffers **from**
need a break **from** working
choose one **from** these
comes **from** Durban
from here to Durban
disappear **from** sight
sick **from** eating too much
different **from**
exhausted **from** working
answer **from** someone
heard **from** home
fall **from** a tree
from bad to worse

from what I heard
see the river **from** here
deaf **from** birth
the flight **from** Paris
children **from** eight to ten years old
a gift **from** someone

In

all **in** black
back **in** a short while
live **in** Bloemfontein
in time for tea
a man **in** uniform
cut **in** two
dressed **in** red
affairs **in** order
flowers **in** full bloom
in bed
believe **in**
sign **in** blue
hit **in** the face
in the end
in love
in tears
get **in** the car
swim **in** water
food rich **in** starch
take part **in**
an expert **in**
go out **in** the sun
arrive **in** town
hundred cents **in** one dollar
to be **in** trouble
in the drawer
in their thousands arrived
an interest **in** it
in a soft voice
in front of

in charge of
the second parcel **in** seven days
in favor/favour (Brit.) of something
in need of a home
in the 1980s
come **in** sight of
two yards **in** length
in honor/honour (Brit.) of
in the name of the law
in his old age
the eggs **in** the nest
in my excitement
an excellent bookkeeper **in** John
pay **in** cash
one **in** eight could do it
in his sixties

Into

come **into** the room
burst **into** flames
to jump **into** water
walks **into** things
an inquiry **into** the matter
to be **into** music
pour milk **into** a bottle
get **into** the bath
look **into** his eyes
enter **into** an agreement
translate **into** Spanish
put hands **into** pockets
get **into** bed
cut **into** small pieces
put **into** the drawer
turn a garage **into** an apartment
go **into** a garden

Of

take advantage **of** an opportunity
die **of** an illness

a friend **of** mine
the friendliest **of**
jealous **of** someone
afraid **of**
doctor **of** medicine
very kind **of** someone
be careful **of** something
the best **of** all
to dream **of**
at the age **of** nine
a bottle **of** wine
go **of** one's own accord
the pain **of** loss
heard **of** something
members **of** the club
of her own free will
the problem **of** poverty
both **of** them
on behalf **of** someone
in favor/favour (Brit.) **of**
within two miles **of**
of great integrity
certain **of** a date
robbed **of** money
best **of** all the paintings
the dying **of** millions
fond **of** tennis
the first **of** June
a man **of** great integrity
in front **of** the line
the strength **of** a lion
south **of** the city
a half **of** the apple
a bottle **of** water
Off
fell **off** something
gone **off** alcohol

off the target
feel **off** color/colour (Brit.)
keep **off** the grass
to be **off** the track
church just **off** the road
come **off** pills
boat found just **off** the west coast
get **off** someone
cut something **off**
take a top **off** a bottle
get **off** a train

On

see someone **on** Monday
nerves are **on** edge
sleep **on** a bed
get **on** someone's nerves
go **on** holiday
congratulate **on** success
fell **on** his head
cattle live **on** grass
operate **on**
get him **on** this number
borders **on** a river
a ban **on** making fires
on foot (horseback)
lives **on** a farm
on arriving in the city
decide **on** the color/colour (Brit.)
on holiday
live **on** a little money
to be hard **on** someone
something is **on** fire
a book **on** Mexico
spend money **on**
the food is **on** me
arrive **on** Sunday
live **on** a security estate

keen **on** rugby
play **on** the piano
give a lecture **on**
speak **on** behalf of
on his return
on the point of leaving
on someone's advice
book based **on** facts
to be **on** a committee
turn your back **on** someone
on the first day of the month

Over

jump **over** something
a fight **over** money
discuss **over** dinner
a tablecloth **over** the table
a bridge **over** a river
cannot hear **over** the noise in the room
turn **over** a page
visit someone for **over** a week
lives **over** the road
change **over** the years
wear a coat **over** the dress
put a blanket **over** someone
tell someone **over** the phone
get **over** an illness
save money **over** many years
rules **over** a great country

Through

water flows **through** the pipe
to go **through** a crisis
get **through** the tests
fail **through** carelessness
drive **through** a red light
through no fault of mine
help **through** difficult times
walk **through** the trees

climb **through** the window

To

fifteen minutes **to** eight

agree **to** your proposal

the way **to** the shop

go **to** Paris

devoted **to** someone

to no purpose

talk **to** someone

to my surprise

in debt **to** his parents

walk **to** school

a reference **to** a book

it's ten **to** six

prefer tea **to** milk

belongs **to**

invite **to** lunch (tennis)

drink **to** someone

kind **to** animals

reply **to** the letter

from city **to** city

explain the work **to**

rush **to** someone's rescue

from beginning **to** end

lend a book **to**

three **to** five years old

an example **to**

good **to** someone

sounds like a cat **to** me

rock the baby **to** sleep

an exception **to** the rule

stand **to** attention

engaged **to** someone

add this **to** that

listen **to** me

help yourself **to** something

grateful **to** him

invited **to**
not **to** my taste
looking forward **to**
cooked **to** perfection
starved **to** death
it is clear **to** me
devoted **to** someone
look **to** someone for advice
burnt **to** the ground
Friday **to** Sunday
not agree **to** the plan
keep **to** your word
long **to** breakfast
tell someone **to** his face
miles **to** the gallon
a solution **to** a problem

Towards

rain **towards** evening
friendly **towards** me
they headed **towards** the forest
walk **towards** someone
her back **towards** me
he is very loving **towards** her
money will go **towards** the orphanage

Under

building is **under** repair
the bridge is still **under** construction
under martial law
rest **under** a tree
under the terms of the agreement
new **under** the sun
buried **under** the snow
prosper **under** his rule
writes **under** his own name
found something **under** the bed
under great stress
find it **under** another topic

only children **under** eight are allowed
under an hour to finish
under investigation
two girls working **under** her

Up

the time is **up**
stay **up** late
up to now
up to no good
up for sale
not **up** to much
climb **up** a tree
be **up** to something
walk **up** the road
not **up** to the job
take **up** painting
the sun is **up**
jump **up** from the couch
up to eight people
to be **up** for something
to turn the oven **up**
up and running
river has dried **up**
the village is **up** north
up and about
gather **up** belongings
set **up** a committee
what's **up**

Upon

act **upon** instructions
upon my word
once **upon** a time
nearly **upon** you
mile **upon** mile

With

wet **with** dew
bear **with** me

cross **with** someone
fill something **with** water
part **with** something
dine **with** someone
part **with** something (someone)
compared **with** last week
a disagreement **with** someone
shook hands **with** someone
groaned **with** pain
off to bed **with** you
not very **with** it
shivered **with** cold
pleased **with** the results
be **with** someone on a suggestion
down **with** fever
comply **with** a request
leave something **with** someone
tremble **with** rage
success comes **with** hard work
with great respect
pleased **with** a result
not agree **with** someone
plead **with** her
faint **with** hunger
help **with** all the cooking
angry **with** someone
the hamburger comes **with** salad
play **with** the dog
to have someone **with** you

Within

back **within** an hour
within walking distance
within bounds
within two miles
live **within** your income
strength within yourself

Without

cannot go **without**
without doubt
to be **without** water
leave **without** someone
leave **without** greeting

List of compound prepositions

according to
affection for
affectionate to
ahead of
along with
alongside of
alternate with
alternative to
ambition to
ambitious of
apart from
as against
as between
as compared with (to)
as for
as of
as to
aside from
away from
at that point
at the point of
at this point
at the time of
away from
because of
but for
by force of
by means of
by reason of

by virtue of
by way of
capable of
capacity for
confidence in
confident of
contrast to
derogate from
derogatory to
descendant of
descended from
desires of
desirous of
dislike to
disqualified from
due to
during the course of
equal to
equally with
except for
exception to
fond of
for fear of
for lack of
for the purpose of
for the reason that
for the sake of
forward of
founded on
from above
from among
from behind
from beneath
from between
from over
from the point of view of
from under

hindered from
hindrance to
in a manner similar to
in accordance to
in accordance with
in addition to
in as much as
in behalf of
in between
in care of
in case of
in close connection with
in close proximity with
in common with
in comparison to (with)
in compliance with
in connection with
in consequence of
in consideration of
in contrast to (with)
in course of
in default of
in deference to
in excess of
in exchange for
in favor/favour (Brit.) of
in front of
in memoriam
in opposition to
in order to
in place of
in preference to
in quest of
in receipt of
in reference to
in regard to
in relation to

in search of
in spite of
in terms of
in the course of
in the event of
in the event that/of
in the face of
in the light of
In view of
independently of
infatuated with
insensible to
inside of
instead of
liking for
neglectful of
negligent in
next to
on account of
on behalf of
on the basis of
on the part of
on the point of
on top of
out of
outside of
owing to
prejudicial for
prejudicial to
prepared for
pursuant to
previous to
prior to
qualified for
regardless of
relating to
relative to

respect for
respectful to
result of
resulted from
round about (around about)
seized upon
seizure of
sensible of
short of
similar to
subsequent to
together with
under cover of
what with
with (in) regard to
with a view to
with reference to
with respect to
with the intension of

34. GENDER

1. Masculine gender nouns are used for men, boys and male animals.

- My **father** is John Collins.
- My **brother** is Andy Collins.
- The **lion** has a thick mane.

2. Feminine gender nouns are used for women, girls and female animals.

- My **mother** is Zelda Collins.
- My **sister** is Gina Collins.
- The **lioness** feeds her cubs.

3. Common gender nouns can be used for both the male and the female of people and animals.

- The **bird** sits in the tree.
- My **cousin** is very clever.
- The **owner** of the car refuses to pay for the damage.

4. Neuter gender nouns denote lifeless things.

- I like **bread**, **butter** and **honey**.
- On **Sundays** we go to **church**.
- We use **pens** and **pencils** in **school**.

People often tend to use only the masculine form for both words.

- The **murderer** escaped from prison.
- The **hunter** shot a lion.
- The **landlord** cares for his tenants.

The words "female" and "male" may also be used for the feminine form of some nouns.

- The **female kangaroo** carries her young in her pouch.
- Jane wants to buy a **male rabbit**.
- The **male antelope** died from shock when he was caught.

List of masculine and feminine nouns

Masculine — Feminine

abbot — abbess
actor — actress
(antelope) buck — doe
(ass) jack — jenny
aviator — aviatrix
bachelor — spinster
barman — barmaid
baron — baroness
best man — bridesmaid
billy goat — nanny goat
boar — sow
boy — girl
Boy Scout — Girl Guide
bridegroom — bride
brother — sister
brother-in-law — sister-in-law
buck — doe
buck rabbit — doe rabbit
bull — cow
bull calf — cow calf
chairman — chairwoman
clergyman — clergywoman
cock — hen
cockerel — pullet
colt — filly
comedian — comedienne
conductor — conductress
count — countess
craftsman — craftswoman
czar — czarina
dad — mum
daddy — mummy
deacon — deaconess
dog — bitch

(donkey) jack — jenny
drake — duck
drone — bee
duke — duchess
earl — countess
editor — lady editor
(elephant) bull — cow
emperor — empress
enchanter — enchantress
executor — executrix
father — mother
father-in-law — mother-in-law
(ferret) buck — doe
fiancé — fiancée
(foal) colt — filly
fox — vixen
friar — nun
gander — goose
gentleman — lady
giant — giantess
(goat) billy goat/he-goat — nanny-goat/she-goat
god — goddess
godfather — godmother
godson — goddaughter
governor (male/female)
grandfather — grandmother
grandson — granddaughter
(guinea pig) boar — sow
(hare) buck — doe
(hedgehog) boar — sow
he — she
headmaster — headmistress
he-bear — she-bear
heir — heiress
hero — heroine
him — her
(horse) stallion — mare

(horse, father and mother) sire — dam
host — hostess
hound — bitch
housemaster — housemistress
hunter — huntress
husband — wife
inspector — inspectress
Jew — Jewess
(kangaroo) buck — doe
king — queen
lad — lass
landlord — landlady
leading man — leading lady
lecturer (male/female)
lion — lioness
lord — lady
male — female
man — woman
manager — manageress
manservant — maidservant
marquis — marchioness
masculine — feminine
masseur — masseuse
master — mistress
mayor — mayoress
merman — mermaid
milkman — milkmaid
millionaire — millionairess
monitor — monitress
mr. — mrs.
murderer — murderess
nephew — niece
pageboy — flower girl
papa — mama
peacock — peahen
(pigeon) cock — hen
poet — poetess

policeman — policewoman
postman — postwoman
postmaster — postmistress
priest — priestess
prince — princess
principal boy — principal girl
prophet — prophetess
proprietor — proprietress
prosecutor — prosecutrix
protector — protectress
(rabbit) buck — doe
ram — ewe
(rat) buck — doe
(rhinoceros) bull — cow
(reindeer) stag, hart — cow
rooster — hen
salesman — saleswoman
schoolboy — schoolgirl
schoolmaster — schoolmistress
Scotsman — Scotswoman
(seal) bull — cow
shepherd — shepherdess
shop boy — shop girl
signor — signora, signorina
sir (yes, sir) — madam, miss
Sir (Sir David) — Lady
son — daughter
(sparrow) cock — hen
stag — hind
stallion — mare
statesman — stateswoman
steer — heifer
stepfather — stepmother
stepson — stepdaughter
steward — stewardess
sultan — sultana
superman — superwoman

(swan) cob — pen
 tailor — female tailor, seamstress
 testator — testatrix
 tiger — tigress
 tom-cat — tabby cat, queen
 tsar — tsarina
 (turkey) cock — hen
 tutor — governess
 tzar — tzarina
 uncle — aunt
 usher — usherette
 viscount — viscountess
 waiter — waitress
 (whale) bull — cow
 widower — widow
 (wolf) he-wolf — she-wolf
 wizard — witch

Some names with feminine forms

Masculine	Feminine	Masculine	Feminine
Alexander	Alexandra	Michael	Michelle
Alfred	Alfreda	Nigel	Nigella
Brendan	Brenda	Oliver	Olivia
Christian	Christina	Patrick	Patricia
Claude	Claudia	Paul	Paula
Dennis	Denise	Phillip	Phillipa
Joseph	Josephine	Robert	Roberta
Max	Maxie/Maxine	Simon	Simone

35. SOUNDS OF ANIMALS

Animal — Sound

apes — gibber

asses — bray

bats — screech

bears — growl

bees — buzz, hum

beetles — drone

birds — chirp, twitter, tweet, sing

bitterns — boom

blackbirds — whistle

bulls — bellow

calves — bleat, bawl

camels — grunt

canaries — sing

cats — mew, purr, hiss

cattle — moo, low

chickens — cluck, cackle

chicks — peep, cheep

cocks — crow

cows — moo, low

crickets — chirp, creek

crows — caw

deer — snort, bleat

dogs — bark, howl, growl

dolphins — click

donkeys — bray

doves — coo

ducks — quack

eagles — scream

elephants — trumpet

flies — buzz, hum

foxes — bark, yelp, simper

frogs — croak
geese — quack, hiss, cackle
giraffes — bleat
goats — bleat
grasshoppers — chirr, chirp
guinea pigs — squeak
hamsters — squeak
hares — squeak
hawks — scream
hens — cackle, cluck
hogs — grunt
horses — neigh, whinny, snort
hounds — bay
hummingbirds — hum
hyenas — laugh, scream
jackals — howl
kangaroos — chortle
kittens — mew
koalas — scream, bellow, wail
lambs — bleat
larks — sing, warble
lions — roar, growl
mice — squeak, squeal
monkeys — chatter, gibber, screech
mosquitoes — whine
nightingales — sing, warble
ostriches — chirp, bark, hiss
owls — hoot, scream, screech, shriek
oxen — low, bellow
parrots — talk, screech, squawk
peacocks — scream
pigeons — coo
pigs — grunt, screech, snort
puppies — yelp
rabbits — squeal
raccoons — chitter
rats — squeak

ravens — croak
rhinoceroses — bellow
robins — chirp
roosters — crow
seagulls — scream, squawk
seals — bark
serpents — hiss
sheep — bleat
snakes — hiss
sparrows — chirp
swallows — twitter
swans — cry
tigers — growl, roar
turkeys — gobble
vultures — scream
whales — hum, sing
wolves — howl, cry, yell
zebras — whinny

36. SOUNDS OF THINGS

Object	Sound	Object	Sound
bells	ring, jingle	leaves	rustle
breaks	screech	rain	patters
clocks	chime, tick	sirens	wail
dishes	clatter	thunder	roars
doors	creak, slam	tires	screech
horns	hoot, toot	whips	crack
keys	jingle	winds	howl

37. DIMINUTIVES

Diminutives indicate smallness

Word	Dimunitive	Word	Dimunitive
bird	birdie	kitchen	kitchenette
book	booklet	lamb	lambkin
can	cannikin	leaf	leaflet
crown	coronet	river	rivulet
drop	droplet	root	rootlet
flower	floweret	statue	statuette
grain	granule	tart	tartlet
hill	hillock	tower	turret

38. THE YOUNG OF ANIMALS

Animal — Young

aardvark — cub, calf
alligator — hatchling
alpaca — cria
ant — larva, antling
anteater — pup
antelope — calf
ape — baby
armadillo — pup
ass — foal
baboon — infant
badger — cub, kitten
bat — pup
bear — cub
beaver — kitten, kit
bee — larva
beetle — larva
bird — nestling, hatchling, chick
bittern — chick, fledgling/fledgeling (Brit.)
boar — piglet
buck — fawn, calf
buffalo — calf
bull — calf
butterfly — caterpillar, larva
camel — calf
cat — kitten
cattle calf
cheetah — cub
chicken — chick, pullet, cockerel
chimpanzee — infant
clam — larva
cock — chick, cockerel
cockroach — nymph

codfish — codling
cow — calf
coyote — cub, pup, whelp
crane — chick
crocodile — hatchling
crow — chick
deer — fawn
dinosaur — juvenile, hatchling
dog — puppy
dolphin — pup, calf
donkey — foal
dove — squab, chick
duck — duckling
eagle — eaglet, fledgling/fledgeling (Brit.)
eel — elver, larva
elephant — calf
elephant seal — weaner, pup
elk — calf
emu — chick, hatchling
falcon, chick
ferret — kit
fish — fry
fly — maggot
fowl — chicken
fox — cub, pup
frog — tadpole
giraffe — calf
gnu — calf
goat — kid
goose — gosling
gorilla — infant
grasshopper — nymph
grouse — cheeper
guinea fowl — keet
guinea pig — pup
hamster — pup
hare — leveret

hawk — eyas
hen — chick, pullet
hippopotamus — calf
hog — shoat
horse — foal, colt, filly
hound — pup
hyena — cub
jellyfish — ephyna
kangaroo — joey
koala — joey
lemur — baby, infant
leopard — cub
lion — cub
llama — cria
louse — nit, nymph
mallard — duckling
mare — foal, filly
mole — pup
monkey — infant
moose — calf
mosquito — nymph
moth — caterpillar
mouse — pup, kitten
mule — foal
opossum — joey
ostrich — chick
otter — pup, whelp
owl — owlet
ox — calf
oyster — spat
panda — cub
parrot — chick
partridge — cheeper
peacock — peachick
peafowl — peachick
penguin — chick
pig — piglet

pigeon — squab, squeaker
platypus — puggle
porcupine — porcupette
possum — joey
raccoon — cub
rat — pup, kitten
reindeer — calf
rhinoceros — calf
rooster — cockerel
salmon — parr
seal — pup
serval — kitten
sheep — lamb, lambkin
shark — cub, pup
skunk — kit
snake — snakelet, hatchling
spider — spiderling, baby spider
squirrel — kitten, pup
stallion — foal, colt
swan — cygnet
termite — larva
tiger — cub, whelp
toad — tadpole
trout — fry
turkey — poult
turtle — hatchling
wallaby — joey
walrus — cub, pup
wasp — larva
weasel — kit
whale — calf
wolf — whelp, pup
wombat — joey
zebra — foal

39. THE TENSES

The tense of the verb shows if something is happening in the present, past or future.

1. The simple present tense

(a) Used for actions that happen in the **present**.

- *The injured dog **needs** help now.*
- *I **work** in the garden.*

(b) To express a fact or that it **usually happens**.

- *We **wash** our faces every morning.*
- *John and Peter **ride** to school on their bicycles.*

(c) To talk about **scheduled events** or **intentions in the near future**.

- *They **leave** for Johannesburg this afternoon.*
- *The show **starts** early tomorrow night.*

2. The present progressive (continuous) tense

This tense describes what is **happening at that moment** and that the action is **continuing**. Two words are used to form present progressive tense. Use **am, is, are** and a **present participle** to form this tense. (**Examples of present participles:** run - running, bark - barking, do - doing)

- *Jack and David **are running** away.*
- *The dog **is barking** at the cat.*
- *What is **she doing** now?*

3. The present perfect tense

(a) The present perfect tense tells us about something that **started in the past and is still happening or true now**. This tense can only be used with **unspecific time expressions**.

(**Unspecific expressions:** *ever, never, many times, before, so far, already, yet, once, etc.*) Use **has** or **have** and a **past participle** to form this tense.

(**Examples of past participles:** *see — seen, fail — failed*)

- *I **have seen** him many times.*
- *Janet **has never** failed.*
- *They **have been** to London before.*

Note:

With **specific expressions** (*yesterday, last week, when I was a child, at that moment, that day, one day, Monday, etc.*) we use the **simple past tense**.

- *Last week I **worked** very hard.*

(b) It refers to an action which **has just been completed**.

- *I **have just** fed the dog.*
- *Father **has arrived** a while ago.*

(c) When **two actions take place and the one is completed before the other begins**, the present perfect tense is used for the first action.

- *Miriam will phone me as soon as she **has arrived**.*
- *The dogs drink water after they **have eaten**.*

4. The simple past tense

Use the Simple Past Tense to express that an action **started and finished in the past**.

- *Yesterday Fred **worked** in the garden.*
- *I **wrote** a test last week.*

See: Regular and irregular verbs

5. The past progressive (continuous) tense

This tense is used when one action was continuing when another action started—both actions took place in the past. Use **was** or **were** and the **present participle** to form this tense. (**Examples of present participles:** *play — playing, do — doing*)

- *Tim **was playing** rugby when Leo phoned.*

- *What was Ian **doing** when I called him?*

6. The past perfect tense

Use the past perfect tense to express that **something happened before something else happened in the past**. This tense is formed by **had** and a **past participle**.

(**Examples of past participles:** *take — taken, work — worked*)

- *Ian did not get well fast because he **had not taken** his medicine.*
- *When I got there he **had left** the house already.*

7. The simple future tense

The simple future tense tells us that something **will happen in the future or is expected to happen in the future**. It is formed by **shall** or **will** and the **infinitive** (The verb in its basic form — *go, play, write, etc.*).

See: Infinitives

- *Henry **will go** to town tomorrow.*
- *If I drink my medicine, I **shall get** well soon.*

Note:

I shall and we shall – all the others will. If a threat or promise is made, or there is a tone of determination, this rule is reversed. If I and we are used in a question we always use shall.

See also: Uses of the word "**to be**"

- *I **shall** go to school on Monday.*
- *I **will** go to school on Monday whether you like it or not.*
- *John **will** be late tomorrow.*
- *John **shall** help me now if he wants to go to the show.*
- ***Shall** we go to town?*

8. The future progressive (continuous) tense

The future continuous tense is used to show that an **action will begin and continue in the future**. It is formed by **shall be** and **will be** and the **present participle**.

- *I shall be playing netball when you arrive.*
- *Uncle Tom will be taking me to music lessons next week.*
- *Jimmy will be sweeping the garage while Mary and June will be cleaning the kitchen.*

9. The future perfect tense

The Future Perfect Tense is used to refer to actions that will be completed before another action in the future. It is formed by **shall have** and **will have** and the **past participle**.

- *I **shall have solved** the problem by the time John wants his book back.*
- *When you arrive at noon, Josh **will have cleaned** the room.*

40. CONCORD

(Verb and subject agreement)

Concord is the **agreement of verbs and nouns** in sentences. In all sentences, the verbs must agree with the subjects.

Rules for the matching of verbs and subjects:

1. A **singular subject** takes a **singular verb**.

- *Rover **is** outside.*

2. A **plural subject** takes a **plural verb**.

- *My sisters **are** at the show.*

3. **Two singular subjects** joined by **and** take a **plural verb**.

- *Tammy and Lisa **are** friends.*

4. A **singular and a plural subject** connected by **and** take a **plural verb**.

- *Rick and his cousins **are** playing in the park.*

5. The words **anybody, anyone, each, each one, either, everybody, everyone, neither, nobody, no one, somebody** and **someone**, take **singular verbs**.

- *Anybody **is** welcome to come with me.*
- *Someone **has** to do the work.*
- *One of them **is** guilty.*
- *Neither of them **has** seen my dog.*

6. **Uncountable nouns** such as water, news, means, economics, electronics, game (animals), measles and sand, take **singular verbs**.

- *The water **is** clean.*
- *The game **has** lots of food.*
- *Good news **makes** me happy.*
- *The sand **moves** down the dune.*

7. When a sentence **does not start with the subject** of the sentence, the verb **agrees with the subject that follows the verb.**

- *On the table **are** pens.*
- *There **is** a tree in the camp.*
- *In the tree **are** many nests.*
- *At school **are** many good teachers.*

Note:

In **American English** a collective noun is usually followed by a **singular verb.**

In **British English** a collective noun is usually followed by a **plural verb.**

41. THE PRINCIPAL PARTS OF VERBS

Regular verbs In the past tense these verbs usually end in -d or -ed. (bake — baked, play — played)

Irregular verbs change in a different way or not at all. (write — wrote, burst — burst)

Note:

In **American English** the past tense and past participle ending with **-ed** are preferred.

In **British English** both endings are usually acceptable, but the **irregular form (learnt)** is preferred.

- **American English:** *learn — learned — learned*
- **British English:** *learn.— learned/learnt — learned/learnt*

The preferred **American English** word is mentioned **first** in the list.

Present tense — Past tense — Past participle

accept — accepted — accepted

accuse — accused — accused

act — acted — acted

admit — admitted — admitted

agitate — agitated — agitated

agree — agreed — agreed

aid — aided — aided

allot — allotted — allotted

am (I am) — was (I was) — been (I have been)

apply — applied — applied

arise — arose — arisen

arrest — arrested — arrested

arrive — arrived — arrived

ask — asked — asked

attack — attacked — attacked

awake — awoke — awoken

bake — baked — baked

bar — barred — barred
bat — batted — batted
bath — bathed — bathed
be — was — has been
beat — beat — beaten
become — became — become
begin — began — begun
behave — behaved — behaved
behold — beheld — beheld
believe — believed — believed
bend (knees) — bent — bent
bet — bet/betted — bet/betted
bid (at an auction) — bid — bid
bind — bound — bound
bite — bit — bitten
blame — blamed — blamed
blast — blasted — blasted
bleed — bled — bled
bless — blessed — blessed
blow — blew — blown
boil — boiled — boiled
bomb — bombed — bombed
bounce — bounced — bounced
brag — bragged — bragged
break — broke — broken
breed — bred — bred
bring — brought — brought
broadcast — broadcast — broadcast
build — built — built
bump — bumped — bumped
burn — burned/burnt — burned/burnt
burst — burst — burst
bury — buried — buried
buy — bought — bought
call — called — called
cancel (Amer.) — canceled — canceled
cancel (Brit.) — cancelled — cancelled

care — cared — cared
carry — carried — carried
cast — cast — cast
catch — caught — caught
celebrate — celebrated — celebrated
certify — certified — certified
challenge — challenged — challenged
change — changed — changed
chase — chased — chased
chat — chatted — chatted
cheer — cheered — cheered
choose — chose — chosen
chop — chopped — chopped
clap — clapped — clapped
clean — cleaned — cleaned
climb — climbed — climbed
cling — clung — clung
clip — clipped — clipped
close — closed — closed
collect — collected — collected
comb — combed — combed
come — came — come
control — controlled — controlled
cook — cooked — cooked
copy — copied — copied
correct — corrected — corrected
cost — cost — cost
cover — covered — covered
crawl — crawled — crawled
creep — crept — crept
cross — crossed — crossed
crush — crushed — crushed
cry — cried — cried
cut — cut — cut
dance — danced — danced
dare — dared — dared
deal — dealt (pron. delt) — dealt

decide — decided — decided
defeat — defeated — defeated
defy — defied — defied
delay — delayed — delayed
deny — denied — denied
depart — departed — departed
destroy — destroyed — destroyed
dial — dialed — dialed
die — died — died
dig — dug — dug
dip — dipped — dipped
dive — dived/dove — dived/dove
(**Dove** is now standard in American and Canadian English)
do, does — did — done
draw — drew — drawn
dream — dreamed/dreamt — dreamed/dreamt
dress — dressed — dressed
drink — drank — drunk
drive — drove — driven
drown — drowned — drowned
dry — dried — dried
dust — dusted — dusted
dye — dyed — dyed
earn — earned — earned
eat — ate — eaten
empty — emptied — emptied
enjoy — enjoyed — enjoyed
enter — entered — entered
escape — escaped — escaped
except — excepted — excepted
expect — expected — expected
expel — expelled — expelled
face — faced — faced
fail — failed — failed
fall — fell — fallen
fancy — fancied — fancied
fear — feared — feared

feed — fed — fed
feel — felt — felt
fight — fought — fought
fill — filled — filled
find — found — found
finish — finished — finished
fit — fit/fitted — fit/fitted
flee — fled — fled
fling — flung — flung
flush — flushed — flushed
fly — flew — flown
fold — folded — folded
follow — followed — followed
force — forced — forced
foresee — foresaw — foreseen
forget — forgot — forgotten
forgive — forgave — forgiven
forsake — forsook — forsaken
freeze — froze — frozen
fry — fried — fried
fuel (Amer.) — fueled — fueled
fuel (Brit.) — fuelled — fuelled
gag — gagged — gagged
gain — gained — gained
gather — gathered — gathered
get — got — got/gotten (gotten only Amer.)
give — gave — given
glue — glued — glued
go — went — gone
grant — granted — granted
grin — grinned — grinned
grind — ground — ground
grow — grew — grown
growl — growled — growled
grunt — grunted — grunted
hang (persons) — hanged — hanged
hang (things) — hung — hung

has/have — had — had
hear — heard — heard
help — helped — helped
hide — hid — hidden
hit — hit — hit
hold — held — held
hope — hoped — hoped
hug — hugged — hugged
hurry — hurried — hurried
hurt — hurt — hurt
identify — identified — identified
imply — implied — implied
inform — informed — informed
injure — injured — injured
invite — invited — invited
join — joined — joined
judge — judged — judged
jump — jumped — jumped
justify — justified — justified
keep — kept — kept
kick — kicked — kicked
kill — killed — killed
kneel — knelt — knelt — knelt
knit — knitted — knitted
knock — knocked — knocked
know — knew — known
label (Amer.) — labeled — labeled
label (Brit.) — labelled — labelled
laugh — laughed — laughed
lay (a table, an egg) — laid — laid
lead — led — led
lean — leaned/leant — leaned/leant
learn — learned/learnt — learned/learnt
leave — left — left
lend — lent — lent
let — let — let
lie (to lie down) — lay — lain

lie (to tell lies) — lied — lied
lift — lifted — lifted
light — lighted/lit — lighted/lit
like — liked — liked
listen — listened — listened
lock — locked — locked
look — looked — looked
lose — lost — lost
love — loved — loved
make — made — made
manage — managed — managed
march — marched — marched
marry — married — married
may — might — might
mean — meant (pron. ment) — meant
meet — met — met
melt — melted — melted
mend — mended — mended
mislay — mislaid — mislaid
mislead — misled — misled
miss — missed — missed
mistake — mistook — mistaken
mix — mixed — mixed
move — moved — moved
murder — murdered — murdered
need — needed — needed
nod — nodded — nodded
notice — noticed — noticed
nurse — nursed — nursed
occupy — occupied — occupied
open — opened — opened
outgrow — outgrew — outgrown
outwear — outwore — outworn
overcome — overcame — overcome
overdo — overdid — overdone
overdraw — overdrew — overdrawn
overflow — overflowed — overflowed

overhear — overheard — overheard
override — overrode — overridden
overrun — overran — overrun
own — owned — owned
pack — packed — packed
pain — pained — pained
paint — painted — painted
panic — panicked — panicked
partake — partook — partaken
pass — passed — passed
pat — patted — patted
patrol — patrolled — patrolled
pay — paid — paid
peel — peeled — peeled
phone — phoned — phoned
photocopy — photocopied — photocopied
pick — picked — picked
pin — pinned — pinned
pity — pitied — pitied
plan — planned — planned
plant — planted — planted
play — played — played
plead — pleaded/pled — pleaded/pled
please — pleased — pleased
plod — plodded — plodded
plot — plotted — plotted
poke — poked — poked
post — posted — posted
pour — poured — poured
practice (Amer.) — practiced — practiced
practise (Brit.) — practised — practised
pray — prayed — prayed
preach — preached — preached
prefer — preferred — preferred
prepare — prepared — prepared
prepay — prepaid — prepaid
present — presented — presented

press — pressed — pressed
proceed — proceeded — proceeded
proclaim — proclaimed — proclaimed
promise — promised — promised
prove — proved — proved
pry — pried — pried
pull — pulled — pulled
push — pushed — pushed
put — put — put
qualify — qualified — qualified
quarrel (Amer.) — quarreled — quarreled
quarrel (Brit.) — quarelled — quarrelled
queue — queued — queued
quit — quit — quit
quote — quoted — quoted
race — raced — raced
rain — rained — rained
reach — reached — reached
read — read (pron. red) — read
realise (Brit.) — realised — realised
realize (Amer.) — realized — realized
reap — reaped — reaped
receive — received — received
recover — recovered — recovered
refer — referred — referred
regret — regretted — regretted
relieve — relieved — relieved
remind — reminded — reminded
remit — remitted — remitted
rent — rented — rented
repay — repaid — repaid
reply — replied — replied
reread — reread (pron. rered) — reread (pron. rered)
rest — rested — rested
restring — restrung — restrung
retake — retook — retaken
rid — rid — rid

ride — rode — ridden
ring — rang — rung
rinse — rinsed — rinsed
rise — rose — risen
roar — roared — roared
rob — robbed — robbed
roll — rolled — rolled
rot — rotted — rotted
rub — rubbed — rubbed
run — ran — run
sag — sagged — sagged
sail — sailed — sailed
satisfy — satisfied — satisfied
saw (wood) — sawed — sawed/sawn
say — said — said
scold — scolded — scolded
score — scored — scored
scratch — scratched — scratched
search — searched — searched
see — saw — seen
seek — sought — sought
seem — seemed — seemed
sell — sold — sold
send — sent — sent
set — set — set
sew — sewed — sewn/sewed
shake — shook — shaken
share — shared — shared
shave — shaved — shaved/shaven
shear — sheared — sheared/shorn
shed — shed — shed
shine — shone — shone
shout — shouted — shouted
shoot — shot — shot
shop — shopped — shopped
show — showed — showed/shown
shrink — shrank — shrunk

shut — shut — shut
sing — sang — sung
sink — sank — sunk
sip — sipped — sipped
sit — sat — sat
ski — skied — skied
skid — skidded — skidded
slay — slew — slain
sleep — slept — slept
slice — sliced — sliced
slide — slid — slid
sling — slung — slung
slip — slipped — slipped
slit — slit — slit
smell — smelled/smelt — smelled/smelt
smile — smiled — smiled
smoke — smoked — smoked
sob — sobbed — sobbed
solve — solved — solved
sow — sowed — sowed/sown
speak — spoke — spoken
specify — specified — specified
speed — speeded/sped — speeded/sped
spell — spelled/spelt — spelled/spelt
spend — spent — spent
spill — spilled/spilt — spilled/spilt
spin — spun — spun
spit — spat — spat
split — split — split
spoil — spoiled/spoilt — spoiled/spoilt
spread — spread — spread
spy — spied — spied
stab — stabbed — stabbed
stand — stood — stood
stare — stared — stared
steal — stole — stolen
step — stepped — stepped

stick — stuck — stuck
sting — stung — stung
stir — stirred — stirred
stop — stopped — stopped
strew — strewed — strewed/strewn
stride — strode — stridden
strike — struck — struck
string — strung — strung
stroke — stroked — stroked
surprise — surprised — surprised
swear — swore — sworn
sweep — swept — swept
swim — swam — swum
swing — swung — swung
take — took — taken
talk — talked — talked
tan — tanned — tanned
taste — tasted — tasted
teach — taught — taught
tear — tore — torn
tease — teased — teased
tell — told — told
thank — thanked — thanked
think — thought — thought
threaten — threatened — threatened
thrill — thrilled — thrilled
thrive — thrived/throve — thriven/thrived
throw — threw — thrown
thrust — thrust — thrust
tidy — tidied — tidied
tie — tied — tied
touch — touched — touched
train — trained — trained
trap — trapped — trapped
travel (Amer.) — traveled — traveled
travel (Brit.) — travelled — travelled
tread — trod — trod/trodden

trim — trimmed — trimmed
try — tried — tried
turn — turned — turned
unbend — unbent — unbent
undergo — underwent — undergone
understand — understood — understood
undertake — undertook — undertaken
undo — undid — undone
upset — upset — upset
use — used — used
value — valued — valued
vary — varied — varied
veto — vetoed — vetoed
view — viewed — viewed
visit — visited — visited
vote — voted — voted
wait — waited — waited
wake — waked/woke — waked/awoken
walk — walked — walked
wash — washed — washed
waste — wasted — wasted
watch — watched — watched
water — watered — watered
wear — wore — worn
weep — wept — wept
win — won — won
wind — wound — wound
wipe — wiped — wiped
wish — wished — wished
withdraw — withdrew — withdrawn
withhold — withheld — withheld
work — worked — worked
worry — worried — worried
wring — wrung — wrung
write — wrote — written
yell — yelled — yelled
yield — yielded — yielded

42. PROVERBS, IDIOMS AND EXPRESSIONS

A proverb is a short, wise saying that gives advice. Proverbs are passed down from generation to generation.

- ***Never cross a bridge until you come to it:*** *do not worry unnecessarily*

An idiom has a figurative or indirect meaning. We have to learn because the meaning of an idiom is not clear from the usual meaning of the words.

- ***A bag of bones:*** *a very thin person or animal*

A

From A to Z: *from beginning to end*

ABC

As simple as ABC: *very easy*

Not to know one's ABC: *to be ignorant*

Aback

To take someone aback: *to shock or surprise someone*

Abdabs

To give someone the screaming abdabs: *to cause an attack of extreme anxiety or irritation in someone*

Ability

To the best of your ability: *to do as well as you possibly can*

Abode

Of (no) fixed abode: *nowhere permanent to live*

About

Know what you are about: *be aware of the implications of your actions or situation*

Above

It is above board: *it's been done in a legal and honest way*

Not to be above something: *willing to do unworthy actions*

To be above oneself: *to have too high an opinion of oneself*

Abraham

In Abraham's bosom: *in heaven*

Abreast

To keep (be) abreast of the times: *to keep up with the times*

Absence

Absence makes the heart grow fonder: *one likes a person more if he is not seen often*

Abuse

To abuse someone's hospitality: *to visit someone too often*

Accident

An accident waiting to happen: *a potentially dangerous situation; a person certain to cause problems*

Accidents will happen: *unfortunate or unforeseen things will happen*

Done more by accident than (by) design: *done without deliberate intention*

To do something accidentally on purpose: *to pretend that something you did was an accident*

Accord

To do something of your own accord: *to do something willingly, without being influenced*

Account

Give a good account of yourself: *make a favorable/favourable (Brit.) impression*

To be called to account: *to have to give an explanation*

To be of no account: *to be unimportant*

To go to one's last account: *to die*

Ace

To ace a test or exam: *to obtain a very high score or an excellent result*

To have an ace up your sleeve: *to have something in reserve with which you can gain an advantage*

To hold all the aces: *in a very strong position because you have more advantages than anyone else*

Act

To get an act together: *to organize/organise (Brit.) affairs more effectively in order to be more successful*

Action

Actions speak louder than words: *a person is judged more by what he does than by what he says he will do*

Adam

Adam blamed Eve, Eve in turn the snake: *neither wanted to accept the blame*

Not to know someone from Adam: *not to know a person at all*

Ado

Much ado about nothing: *much frustration for little reason*

Advantage

To seek one's own advantage: *to be selfish*

Advice

Sound advice is a rare commodity: *good advice is not easily to get*

Afraid

To be afraid of one's own shadow: *to be scared easily*

Age

To come of age: *to become twenty-one years old*

Agree

Agree to differ: *agree to disagree*

When people agree to differ, or agree to disagree: *they accept that they have different opinions about something and stop trying to change each other's opinion*

Air

To be full of airs: *to be affected*

To be up in the air: *to be uncertain*

To beat the air: *to try in vain*

To clear the air: *to remove the causes of fear, worry or suspicion by talking about it*

To disappear into thin air: *to vanish in a mysterious way*

To give oneself airs: *to behave in an unnatural way*

To leave something up in the air: *something is unsolved*

To live on fresh air: *to have little to eat or drink*

To tread on air: *to be very happy*

Alarm bells

To set the alarm bells ringing: *to start to worry, because it shows that there may be a problem*

Alert

To be on the alert: *to be watchful*

Alive

To be alive and kicking: *to be well and active*

All

All along: *it has been there all the time, from the beginning*
To get all the clear: *allowed to do something after a check-up to make sure that everything is all right*

All hands on deck: *everyone must help*

It is not the be-all and end-all: *it is not what matters most or what is most essential*

You are all the better for something: *you benefit from it or feel much better as a result of it*

All told: *the final number, when everything has been counted*

Taking it all in all: *considering everything*

He is all-in: *he is very tired*

Alley

Up a blind alley: *going down a course of action that leads to a bad outcome*

If something is (right)up or down your alley: *it is exactly the sort of thing that you will like*

Alpha

The alpha and the omega: *the beginning and the end*

Altar

To lead someone to the altar: *to marry someone*

Angel

There is an angel passing over: *said when a sudden silence occurs in a conversation*

Answer

No answer is also an answer: *by remaining silent one can indicate what one thinks*

To answer for something: *to accept responsibility for actions*

To answer the call of nature: *to go to the toilet*

To have much to answer for: *to be guilty of much*

Ants

To have ants in your pants: *to be very restless or excited*

Appearance

Appearances are deceptive: *one should not judge persons by what they look like*

To judge by appearances: *to draw conclusions from what one sees*

Apple

An apple a day keeps the doctor away: *it is healthy to eat apples*

An apple of discord: *the cause of a dispute*

Stolen apples (kisses, waters) are sweet: *one often wants most what one cannot have*

The apple of one's eye: *a person greatly loved*

The apples on the other side of the wall are sweeter: *we desire most what we are prevented from having*

Applecart

To upset the applecart: *to spoil someone's plans*

Apple-pie

In apple-pie order: *in perfect order*

Apron

To be tied to someone's apron strings: *to be too close to another (especially a woman)*

Ark

It came out of the Ark: *it is very old*

Arm

An arm and a leg: *very expensive*

To chance your arm: *you decide to do something although there is little hope of success*

To give your right arm: *to do almost anything to obtain something*

To have a chink in your armor/armour (Brit.): *to have a weakness that other people can take advantage of*

To have a long arm: *to have great power*

To keep at arm's length: *not to allow someone to become too friendly*

To take up arms: *to get ready to fight*

To be up in arms: *to be very angry about something and protest very strongly*

With open arms: *gladly*

Around

What goes around, comes around: *one will eventually face the consequences of one's own actions*

Ass

To make an ass of oneself: *to do or say something stupid*

Avail

Of no avail: *not helpful or useful*

Awakening

To get a rude awakening: *to be forced to accept the unpleasant truth or reality*

Ax/axe

To have an ax/axe to grind with someone: *to have a dispute with someone*

Baby

To be left with the baby: *to have an unwanted responsibility*

To have outgrown one's baby clothes: *to have become an adult*

To throw the baby out with the bath water: *to reject the good with the bad*

Back

Back or bet on the wrong horse: *to support the loser*

Back to square one: *to start all over again*

Behind one's back: *without one's knowledge*

Get back into shape: *to become fit and healthy again*

In the back of beyond: *an isolated place*

Scratch my back and I will scratch yours: *if you help me, I will help you in return*

To be on someone's back: *to harass someone*

To break someone's back: *to give someone too much work to do*

To know something like the back of one's hand: *to know something very well*

To take a back seat: *to take an unimportant position*

To turn one's back on: *to desert*

With one's back to the wall: *hard pressed*

Would give one's back teeth: *would very much like*

Backhanded

A backhanded compliment: *a compliment that can also be an insult*

Back door

To get in by the back door: *to obtain a good position in an untruthful manner*

Backward

Backward people: *unrefined people*

Bacon

To bring home the bacon: *to be successful*

Bad

Bad blood: *ill feeling*

From bad to worse: *deteriorating progressively*

To take the good with the bad: *to accept the pleasant with the unpleasant*

Badger

To badger someone: *to nag someone until you obtain what you want*

Bag

A bag of bones: *a thin animal or person*

Bag and baggage: *all one's belongings*

In the bag: *to assume to have something secured*

Baker's Dozen: thirteen

Balaam

Balaam's ass: *an ill-treated animal*

Balance

A balancing act: *to satisfy people with different needs*

To hang in the balance: *uncertain or undecided*

To set one's life in the balance: *to risk one's life*

Ball

A ball and chain: *something that prevents you from doing what you want to do*

It is a whole new ball game: *it is a completely different situation*

That's the way the ball is bouncing: *things don't always work out as planned*

The ball is in your court: *you have to do something now*

To be on the ball: *to be alert*

To have a ball: *to enjoy yourself immensely*

To have the ball at one's feet: *to have an opportunity*

To set the ball rolling: *to initiate*

Balloon

To go down like a lead balloon: *to be received badly by an audience*

Ballpark figure

A ballpark figure: *an approximate number or a rough estimate*

Baloney

A load of baloney: *idle talk, or pretentious, insincere statements*

Bandit territory: *an area where people ignore all rules*

Bandwagon

To jump on the bandwagon: *to do something when it is already successful or fashionable*

Bank

As safe as the Bank of England: *completely safe*

Barefaced

A barefaced lie: *an obvious lie*

Bargain

To drive a hard bargain: *to make someone pay more than he should*

To get more than one bargained for: *to receive more than one has expected*

Bark

All bark and no bite: *persons who threaten seldom carry out their threats*

His bark is worse than his bite: *he speaks angrily but acts harmlessly*

To bark against the moon: *to do something futile*

To bark up the wrong tree: *to make a wrong choice or ask the wrong person*

Barrel

Empty barrels make the most noise: *those who have the last reason tend to be most boastful*

Bat (n)

To move like a bat out of hell: *to move very quickly*

Bat (v)

Without batting an eyelid: *showing no emotion at all*

Bat/s

To have bats in the belfry: *to be eccentric or crazy*

Battle

Battle lines are drawn: *opposing groups are ready to defend the reasons for the conflict*

Battle of wills: *a conflict or struggle where both sides are determined to win*

Half the battle: *halfway to success*

Be

Be that as it may: *it may be true but it will not change the situation*

Beam

First remove the beam from your own eye: *consider your own faults before you judge others*

Bean

Full of beans: *energetic*

Not to have a bean: *to be without money*

To spill the beans: *to reveal a secret*

Bear (n)

He is like a bear with a sore head: *he is irritable or disgruntled*

Bear (v)

Bear fruit: *positive or successful results*

To bear in mind: *to take into consideration*

To bear the brunt of something: *to be the one who suffers the most in a bad situation*

Beard

To beard the lion in his den: *to confront someone in his working place*

Beat

It beats me: *to be surprised that something cannot be understood*

To beat about the bush: *to evade the issue*

To beat someone to the draw: *to react faster than another person*

To beat the (living) daylights out of someone: *to hit someone very hard and repeatedly*

To feel beat: *very tired*

Beauty

Beauty is only skin-deep: *beauty does not last*

Beauty is in the eye of the beholder: *everybody has their own idea of beauty*

Beck

At someone's beck and call: *always ready to obey orders or to please a person*

Bed

As you make your bed, so you must lie on it: *one must take responsibility for one's actions*

To get out of bed on the wrong side: *to be bad-tempered and grumpy*

Bedpost

Between you and me and the bedpost: *in confidence*

Bee

To have a bee in one's bonnet: *to be obsessed with something*

Bee

Someone that thinks he's the bee's knees: *someone who has a high opinion of himself*

Beef

To beef something up: *to improve something by making it better*

Beggar

Beggars cannot be choosers: *people in need must be grateful for what is given to them*

Beginning

A good beginning makes a good ending: *a good beginning leads to a positive result*

Bell

Saved by the bell: *saved at the last possible moment*

Something rings a bell: *you know something about it, but you can't remember the details*

To do something with bells on: *to do something eagerly*

Belt

To hit below the belt: *unfairly*

To tighten your belt: *to spend less money or be careful how you spend it*

Under the belt: *to have acquired experience or achieved something*

Bend

Bend over backwards: *do whatever it takes to help*

To bend the truth: *to say something that is not entirely true.*

Bet

One's best bet: *the action most likely to succeed*

Better

Better to wear out than to rust out: *it is better to be active than to be idle*

For better or worse: *whatever the circumstances may be in future*

To get the better of: *to overcome*

Beyond

Beyond me: *impossible to understand*

Beyond recall: *impossible to retrieve or cancel*

Beyond redemption: *no hope for improvement*

To hit below the belt: *unfairly*

Better

Better to wear out than to rust out: *it is better to be active than to be idle*

For better or worse: *whatever the circumstances may be in future*

To get the better of: *to overcome*

Bigger

The bigger they are the harder they fall: *when prominent people fail, it is more drastic*

Bird

A bird in the hand is worth two in the bush: *what one has is better than just a promise*

A bird's-eye view: *a general view; a view from a height*

A little bird told me: *an unnamed person told me*

Birds of a feather flock together: *people who like the same things stick together*

Flip the bird: *to raise your middle finger at someone*

For the birds: *uninteresting or useless*

Old birds are not caught with chaff: *experienced people are not easily deceived*

The early bird catches the worm: *it is to one's advantage to be up and about early*

To kill two birds with one stone: *to achieve two results with one course of action*

Birthday

Wearing one's birthday suit: *naked*

Bit

To be champing at the bit: *to be impatient and eager to start*

Birthday

Wearing one's birthday suit: *naked*

Bite

Bite your tongue: *not to say what you would like to say*

Don't bite off more than you can chew: *don't undertake more than you can cope with*

To bite the dust: *to fall down dead; to be defeated*

Bitten

Once bitten, twice shy: *not to allow oneself to suffer the same unpleasantness twice*

Black

A black sheep: *one who is regarded as a disgrace or failure by his family or fellows*

A black tie event: *a formal event*

Black market: *illegal market*

In black and white: *in print or writing*

To black out: *to lose consciousness*

Blank

To give someone a blank check/cheque (Brit.): *to allow a person to do what he thinks is best*

Blanket

A wet blanket: *a person who dampens the enthusiasm of others*

Bleed

To bleed someone dry: *to take whatever one can from another*

Blessing

A blessing in disguise: *a misfortune that is actually beneficial*

Count your blessings: *focus on all the good things in life*

Blind

Go up a blind alley: *follow a course of action which leads nowhere*

In the land of the blind the one-eyed man is king: *among those who are not gifted a slightly gifted person seems to be very important*

The blind cannot lead the blind: *an ignorant person cannot advise others*

There are none so blind as those who will not see: *those who do not wish to be convinced will not be convinced*

To blind with science: *to confuse by using difficult or technical words*

Blink

Something is on the blink: *it is not working properly and needs repair*

Block

New kid on the block: *someone new to the group or area*

To be a chip of the old block: *to resemble one of his parents*

Blood

Blood is thicker than water: *the bond between relations is stronger than that created by other circumstances*

His blood was up: *he was very angry*

In cold blood: *deliberately*

It runs in the blood: *it is a family characteristic*

Makes your blood boil: *it makes you very angry*

Makes your blood run cold: *it shocks or scares you*

One's own flesh and blood: *one's own kin*

Something requires blood sweat and tears: *something requires a lot of hard work*

You cannot squeeze blood out of a stone: *you cannot do the impossible*

Bluff

To call someone's bluff: *to challenge someone to do what he threatens to do*

Board

A situation is above board: *it is open, honest and legal*

It is across the board: *it relates to all*

Blow

A heavy blow: *a serious setback*

Blow it out of proportion: *exaggerate the importance of something*

Blow the whistle on someone: *report someone to the authorities*

Blow your top: *suddenly become very angry*

Come to blows: *they start to fight*

It blows up in your face: *it suddenly goes wrong or fails*

Blue

A bolt from the blue: *it happened totally unexpectedly*

Blue Monday: *a Monday on which everything goes wrong*

Once in a blue moon: *very rarely*

Out of the blue: *Something happened suddenly and unexpectedly*

To feel blue: *to feel depressed*

To look blue/green/pale around the gills: *to look sick*

To scream blue murder: *to scream and shout very loudly*

To talk until one is blue in the face: *to talk a great deal but without effect*

Boat

To rock the boat: *to cause disharmony or dissent*

We are all in the same boat: *all will have to suffer the same risks and punishment*

Body

Over my dead body: *not to allow something to happen*

To keep body and soul together: *to earn sufficient money*

To miss the boat: *to miss an opportunity by not acting fast enough*

Bombshell

To drop a bombshell: *to surprise everybody*

Bone

A bone of contention: *a subject about which there is great disagreement*

Not to make old bones: *to die young*

To feel something in one's bones: *to be sure of something*

To have a bone to pick with someone: *to have a dispute to settle with someone*

To make no bones about: *to say something clearly and confidently*

Book

A closed book: *something (or someone) of which you know foot: things have changed*

To be too big for your boots: *to think you are more important than you are*

To get the boot: *to be dismissed*

To lick another person's boots: *to please a person in order to obtain something from him*

Bored

Bored to tears: to find something boring and uninteresting

Born

Born with a silver spoon in the mouth: *born into a very rich family*

Not born yesterday: *not foolish or easily deceived*

Botch

To botch up/make a botch of it: *to make a mess of something*

Bottle

To be addicted to the bottle: *to drink too much*

To be on the bottle: *to drink too much*

To bottle up one's feelings: *not to express feelings*

Bottom

The bottom fell out of the plans: *the plans failed*

Bow

To be bowing and scraping: *to be excessively polite*

Boy

Boys will be boys: *boys do get up to mischief*

Brain

A brain like a sieve: *a bad memory*

All brawn and no brain: *physically strong but not intelligent*

Beat your brain out: *trying very hard to understand*

To have something on the brain: *to think about something constantly*

The brains behind something: *the person who planned and organized/organised (Brit.) something*

Branch

To hold out an olive branch: *to end a disagreement*

Brass

To get down to brass tacks: *to start discussions about a problem or situation*

Bread

Half a loaf is better than no bread: *one should be thankful for a little*

His bread is buttered on both sides: *he has everything he wants*

To earn one's bread and butter: *to earn a living*

To know which side your bread is buttered: *to know what will be to your advantage*

To live below the breadline: *to have less than what is needed*

To take the bread out of someone's mouth: *to take away someone's means of earning a living*

Break

Break a leg: *wishing someone good luck*

Break out in cold sweat: *to perspire a lot from anxiety*

To break fresh ground: *to develop something new*

To break the back of the beast: *to overcome a major problem*

To break the mould: *to change what people expect from a traditional situation*

To break your back to do something: *to work very hard to achieve something*

Breath

To take one's breath away: *to cause extreme surprise*

To wait with bated breath: *to be very excited and anxious about a forthcoming event*

To waste one's breath: *to talk in vain*

Breeze

Something is a breeze: *something is very easy*

Bricks

Someone comes down on you like a ton of bricks: *to be criticized/criticised (Brit.) severely*

Bridge/s

Never cross a bridge until you come to it: *do not worry unnecessarily*

To build bridges: *to help people to understand each other better*

To burn your bridges: *to do something that cannot be rectified in the future*

Broad

As broad as it's long: *there is no difference*

In broad daylight: *in daylight when everyone can see*

In/with broad strokes: *without any detail*

Broke

Go for broke: *to gamble with everything you have*

Broom

New brooms sweep clean: *newly appointed people can make good impressions*

Brown/ed

To be browned off: *to be bored or disheartened*

Brush

To have a brush with something: *to experience something briefly*

Bubble

The bubble has burst: *the success has suddenly ended*

Buck

To pass the buck: *to avoid responsibility by giving it to another person*

Bucket

A drop in the bucket: *just a little*

To kick the bucket: *to die*

Buckle

Buckle down: *give something your full attention*

Bud

To nip in the bud: *to stop something at an early stage*

Bug

Bitten by the bug: *suddenly very interested in something*

Bull

A bull in a china shop: *a clumsy, reckless person*

It's like a red flag to a bull: *it will make someone very angry*

To take the bull by the horns: *to do boldly what has to be done*

Bulldoze

To bulldoze someone to do something: *to force someone*

Bullet

To bite the bullet: *to accept something unpleasant because it cannot be avoided*

Bundle

A bundle of nerves: *very tense or nervous*

Burn/er

To burn the midnight oil: *to be busy until late into the night*

To put something on the back burner: *to postpone something which is not urgent*

Bury

To bury your head in the sand: *to ignore an unpleasant situation pretending it doesn't exist*

Bush

Beat around the bush: *avoiding to speak about an issue*

Business

Business as usual: *continuing in an normal way*

Business before pleasure: *to finish work before relaxing*

Business is business: *friendship should not have an influence on business transactions*

To make it one's business: *to get involved in something*

To mean business: *to be serious about something*

To mind one's own business: *to attend to your own affairs*

Busman

To have a busman's holiday: *to do your usual job during your holidays*

Butter

Butter would not melt in his mouth: *he seems too good to be true*

To butter one's bread on both sides: *to be extravagant in one's ways*

To butter someone up: *to flatter someone*

Butterflies

Butterflies in your stomach: *to be very nervous*

Bygone

Let bygones be bygones: *forgive and forget*

Cahoots

In cahoots with someone: *to work closely together (usually conspiring something dishonest)*

Cake

Icing on the cake: *to get something good on top of many other good things*

It's a piece of cake: *it's an easy thing to do*

The cake/game is not worth the candle: *the advantages are not worth the effort*

To want to share in the cake: *to want to share in the profits or benefits*

You can't have your cake and eat it: *you can't have the advantages of two situations when only one is possible*

Calf

To kill the fatted calf: *to welcome someone with everything of the best*

Call

A close call: *a narrow escape*

It is anyone's call: *is difficult to predict the winner*

To make cold calls: *to make calls to potential customers from a list*

To call for: *to need or require*

To call it quits: *to stop doing something*

To call the shots/tune: *to be in control and make the decisions*

To call to mind: *to remember*

Camera

In camera: *in private*

Can

To carry the can for someone: *to take the blame for something that is not your fault*

Candle

Can't hold a candle to another: *not as competent as the other person*

To burn the candle at both ends: *to be wasteful of one's energy*

Candy

Like taking candy from a baby: *easy to do*

Cannon

A loose cannon: *an unpredictable person*

Canoe

To paddle your own canoe: *to do what you want to do without any help*

Cap

If the cap fits, wear it: *if a remark applies to you, take it to heart*

To ask for something cap in the hand: *to ask very respectfully*

To ask someone to put his thinking cap on: *to ask someone to think about a problem to get a solution*

Card/s

On/in the cards: *likely to happen*

To have a card up one's sleeve: *to have a secret*

To play one's cards right: *to act wisely*

To put one's cards on the table: *to make one's intentions clear*

To show one's cards: *to reveal one's plans*

Carpet

The red carpet was laid out for them: *they were greatly welcomed*

To have someone on the carpet: *to reprimand someone*

Carrot

A carrot and stick approach: *to promise a reward for success and punishment for failure*

Carry

To be carried away by one's feelings: *to become emotional*

To carry something too far: *to exceed the proper bounds*

Cast-iron

To have a cast-iron stomach: *to be able to eat any food without bad effects*

Castle

To build castles in the air: *to daydream*

Cat

A cat and dog life: *a life full of quarrels*

A cat in gloves catches no mice: someone who is too careful or polite may not succeed

A cat nap: a short sleep during the day

A cat's lick: a very quick wash

Curiosity killed the cat: said to inquisitive people

It is like herding cats: it is very hard to work with people who all want to act independently

It is raining cats and dogs: it is raining hard

Like a cat on hot bricks/a hot tin roof: very restless and nervous

No room to swing a cat: a very small place

Not a cat in hell's chance: there is no chance

Someone thinks he is the cat's whiskers: someone thinks he is better than others

Something the cat dragged in: something/someone looking very unappealing

To fight like cat and dog: to fight very often

To let the cat out of the bag: to disclose a secret

To live like a cat and dog: to be quarrelling

To look like the cat that ate the canary: to appear very self-satisfied

To play cat and mouse with someone: to keep someone uncertain

When the cat is away the mice will play: when the person in control is absent, the other people will do as they like

Catch/caught

A catch 22 situation: a problem can't be solved before another problem has been solved

Catch-as-catch can: to try in any way possible

Caught in the crossfire: to become unpleasantly involved in arguments or disputes between other people

Caught red-handed: caught while doing something wrong or illegal

Caught unawares: to be unprepared and surprised

To catch someone's eye: to find a person attractive

Wouldn't be caught/seen dead in something/a place: to dislike something very much

Champagne

Champagne taste on a beer budget: to like expensive things that are unaffordable

Chance

A chance in a million: *a very small chance*

Change

A change of heart: *a change in feelings or attitude*

To change the face of something: *to change something in a major way*

Chapter

To give chapter and verse: *to give exact details*

Charity

Charity begins at home: *the interests of one's family should come first*

Charm

Third times a charm: *unsuccessful twice, but lucky the third time*

Cheek

Cheek by jowl: *uncomfortably close together*

Cheese

To be cheesed off: *to be annoyed or frustrated*

Cherry

To cherry pick: *to choose only the best*

To get a second bite at the cherry: *to get a second chance*

Chest

To get something off one's chest: *to express one's feelings to relieve one's anxiety about it*

To push out one's chest: *to show one's pride*

Chestnut

An old chestnut: *something that has been repeated so often that it has become boring*

Chew

To chew someone out: *to scold someone*

Chicken

Chicken feed: *a very small amount of money*

Do not count your chickens before they hatch: *do not make plans based on events that may not happen*

The chickens have come home to roost: *the consequences have to be accepted*

To rush about like a headless chicken: *to act in a disorderly way*

To be no chicken: *to be no longer young*

To chicken out: *not to do something because you're afraid*

To go to bed with the chickens: *to go to bed early*

Chicken-hearted

To be chicken-hearted: *to be weak or cowardly*

Chief

To many chiefs not enough Indians: *too many leaders and too few workers*

Child

Child's play: *very easy*

Children will be children: *don't expect children to behave like grown-ups*

Children should be seen and not heard: *children should not join in the conversation of grown-ups*

Chill

To chill out: *to relax*

To face/feel the chill wind: *to encounter the problems something is causing*

Chime

To chime in: *to interrupt or join a conversation*

Chin

Keep your chin up: *don't lose heart*

Chinese

Something is like Chinese arithmetic: *something is very difficult to understand*

Chinese whispers: *rumors/rumours (Brit.) or news that are passed on and the final version is not accurate*

Chinwag

To have a chinwag with someone: *to have a conversation with someone*

Chip/s

A chip of the old block: *a son who resembles his father*

Someone has had his chips: *he has failed completely*

To cash in your chips: *to sell something (especially shares) because you need the cash or think the value will decrease*

To have a chip on your shoulder: *to feel you are not being treated fairly or to be upset about something that happened in the past*

Chop

To chop and change: *to keep on changing*

Christmas

Christmas comes but once a year: *pleasure is not to be had all the time*

To be off someone's Christmas list: *not on friendly terms anymore*

To look like a Christmas tree: *to be dressed ornately*

Cigar

Close but no cigar: *to be very near and almost accomplish a goal, but then fails*

City hall

You cannot fight the city hall: *you cannot win a battle against the state, establishment, etc.*

Claw

To claw one's way back: *to gradually regain your former position back by hard work*

Clay

To be clay in someone's hands: *to be controlled by another person*

Clean

To come clean about something: *to tell the truth*

To show a clean pair of heels: *to run away fast*

Clock

Against the clock: *rushed and not enough time*

Around the clock: *it continuous day and night*

Like clockwork: *everything happens as expected*

Cloth

Cut from the same cloth: *very similar*

Clothes

Clothes make the man: *one is judged by one's appearance*

Cloud

A cloud on the horizon: *a problem may arise in the future*

Every cloud has a silver lining: *misfortune is followed by happiness*

In cloud cuckoo land: *in a place where impossible things can happen*

To be on cloud nine: *to be very happy*

To drop from the clouds: *to appear suddenly*

Clue

Not a clue: *not to know anything about something*

Coal

To carry coals to Newcastle: *to take something where it is not needed*

To haul over the coals: *to scold*

Coast

The coast is clear: *there is no danger in sight*

Coat

Cut your coat according to your cloth: *make what you have, serve your needs*

Cobwebs

It blows away the cobwebs: *it makes you feel more refreshed*

Cock

A cock and bull story: *an improbable story*

Every cock crows best on his own dunghill: *everybody regards himself as an expert in his own field*

Coffin

To drive a nail into one's coffin: *to do something which will hasten one's end or failure*

Coin

To pay someone back in his own coin: *to treat someone as he has treated you*

Cold

The words were hardly cold: *the words had just been spoken*

To be left out in the cold: *to be neglected*

To give the cold shoulder: *to be unfriendly*

To have cold feet: *to be afraid*

To throw cold water on: *to discourage*

Color/colour (Brit.)

To come off with flying color/colours (Brit.): *to succeed greatly*

To feel off color/colour (Brit.): *to feel slightly ill*

Come

Come hell or high water: *whatever may happen*

To come to light: *to be revealed*

To come to the point: *to speak plainly*

To do something come what may: *to do something whatever happens*

Comeuppance

To get your comeuppance: *to get what you deserve (usually punishment)*

Company

A man is known by the company he keeps: *one is judged by one's friends*

Cook

Too many cooks spoil the broth: *when there are too many people involved, the result can be a failure*

Cookie

That's the way the cookie crumbles: *that is the way things are*

Copper-bottomed

Copper bottomed: *safe and reliable*

Copy-book

To blot your copy-book: *to spoil a good record or reputation*

Cork

To cork up feelings: *not to express feelings*

Corner

To drive someone into a corner: *to trap someone*

Cost

To want something at all costs: *to want something regardless of the cost or effort involved*

Cotton wool

To wrap something or somebody in cotton wool: *to overprotect something or somebody*

Cough

To cough up something: *to give something reluctantly*

Courage

To take your courage in two hands: *to force yourself to do something very brave*

Course

A crash course: *intensive training in a short time*

To be on course for something: *to be on your way to success*

To steer a straight course: *to be honest*

Courtesy

Courtesy costs nothing: *one loses nothing by being polite*

Cow

Till the cows come home: *for a long time*

Why buy a cow when you can get the milk for free: *not paying for something that you can get for free*

Crack

At the crack of dawn: *early in the morning*

Crack someone up: *to make someone laugh*

To be cracked: *to be a little mad*

To crack down on something: *taking severe measures to restrict criminal actions*

To crack the whip: *to become very strict and demand obedience and hard work*

Cramp

To cramp someone's style: *to restrict a person*

Cream

The cream of the crop: *the best people or things in a group*

To skim the cream: *to select the best*

Creeps

To give one the creeps: *to make one nervous and scared*

Crocodile

Shed crocodile tears: *false tears or insincere grief*

Cross

An idea crosses your mind: *to suddenly think of something*

People are at cross purposes: *they have a misunderstanding about what they are talking about*

To have a cross to bear: *to have a serious problem or great responsibility to live with*

To cross the lines: *to do something unacceptable*

To cross someone's path: *to meet someone by chance*

People are at cross purposes: *they have a misunderstanding about what they are talking about*

Crossroads

To come to the crossroads: *to have come to a moment of decision*

Crow

As the crow flies: *the shortest distance between two places*

The crow thinks her bird the fairest: *every mother thinks her child is the most beautiful*

Crown

Uneasy lies the head that wears the crown: *a leader or ruler has many worries*

Cruel

Sometimes one has to be cruel to be kind: *harsh measures are sometimes necessary*

Crunch

A situation come to the crunch: *it becomes critical and a decision has to be made*

Crux

The crux of the matter: *the most important part of an discussion*

Cry

A crying need: *very urgently needed*

A crying shame: *very sad or unfortunate*

A far cry from something else: *very different*

For crying out loud: *an expression to show anger or irritation*

Cue

It happens on cue: *it happens exactly at the expected moment*

Cuff

To peak off the cuff: *to speak without preparation or thinking about it*

Cup

A bitter cup: *a source of great regret or sorrow*

A cup of Joe: *a cup of coffee*

Not one's cup of tea: *what does not interest one*

Cure

What cannot be cured must be endured: *the inevitable must be accepted*

Curtain

To draw a curtain over: *to say no more about something*

Cut

A cut above: *superior to*

Cut and dry: *clear and straightforward*

Cut it out: *stop doing something*

Cut it/things fine: *to have barely enough time to do something*

Cut to the chase: *get to the point*

Cut the cackle: *stop talking aimlessly and get serious*

Cutting corners: *not following correct procedures to save time or money*

Everything is cut and dried: *everything is in order and ready*

It cuts both ways: *it affects both sides*

Not cut out for something: *not suited for something*

To cut a dash: *to make a great impression by appearance and clothes*

To cut loose: *not to be controlled by another person anymore*

To cut someone some slack: *to allow a person to do something which is not usually permitted*

To cut someone to the quick: *to hurt or someone's feelings*

Dagger

To look daggers at: *to look angrily at*

Damper

To put a damper on something: *to make something less enjoyable*

Dance

To dance attendance on somebody: *always available and pleasing a person*

To dance to one's tune: *to do exactly as one wishes*

Dark

In the dark all cats are grey: *in the dark there is no difference between the ugly and the beautiful*

The dark side of things: *the bad aspects of life*

To be in the dark: *to know nothing*

To grope around in the dark: *to guess at an answer*

To keep someone in the dark: *not to inform someone*

Dawn

After the darkness comes the dawn: *there is always comfort after misfortune*

Day

A field day: *an enjoyable day*

From day to day: *regularly*

Something is a day late and a dollar short: *something that comes too late and is not good enough*

Let's call it a day: *it's time to stop doing something*

That is all in a day's work: *it is what is to be expected*

To this day and age: *at present*

Daylight

Daylight robbery: *the price is too high*

Dead

A dead cert: *something that is certain to happen*

A dead duck: *a scheme or project which is certain to fail*

A dead loss: *completely useless*

A dead man walking: *someone who will be in great trouble soon*

A dead ringer: *a duplicate*

Dead right: *absolutely correct*

Dead set against something: *strongly opposed to something*

Dead to the world: *fast asleep*

Dead wood: *no longer useful*

Let the dead bury their dead: *let bygones be bygones*

Over my dead body: *I will never approve*

Something that is dead in the water: *something that has ceased to function*

Deadline

A deadline: *a time limit*

Deal

To clinch a deal: *to reach an agreement*

To get a raw deal: *to be treated unfairly*

Death

After death the doctor: *too late*

At death's door: *critically ill*

Nothing is certain than death and the taxes: *death is inevitable*

To look like death warmed up: *to look very ill or tired*

Deck

Not playing with a full deck: *not acting sanely*

To deck out someone: *to dress or decorate someone in a special way*

Deed

Deeds must second words: *what one promises to do must be done*

One good deed deserves another: *a favor/favour (Brit.) or kindness should be returned*

Deep

How he feels deep down: *how he really feels*

To go off the deep end: *to suddenly become very angry or emotional*

Degrees

To develop by degrees: *to happen gradually*

Depth

To be out of your depth: *to be uncomfortable in a situation*

Devices

To leave someone to his own devices: *not to help someone*

Devil

Between the devil and the deep blue sea: *to be faced with two dangerous situations*

Give the devil his due: *the good qualities of a bad person*

Go to the devil: *telling a bad person to go away*

Talk of the devil: *when a person who is being talked about suddenly arrives*

The devil is in the details: *a task which seems simple, but is actually difficult*

The devil makes hard work for idle hands: *idleness leads to mischief*

The devil takes the hindmost: *to think of oneself and do not worry about other people*

The devil's advocate: *a person who supports an unpopular view*

There will be the devil to pay: *there will be trouble if something goes wrong*

Dial

Dial something back: *to reduce the intensity of something*

Diamond

A rough diamond: *a person with rough manners but a kind heart*

Die

To die in harness: *to die while still at work*

Dice

A dicey situation: *a dangerous situation*

No dice: *not to agree*

The dice are loaded against someone: *someone is not succeeding because everything goes wrong*

To dice with death: *to do something very dangerous*

Die (v)

To die with your boots on: *to die while still living an active life*

Die (n)

The die is cast: *a final decision has been made*

Dime

A dime a dozen: *cheap and easy to obtain*

Distance

To keep one's distance: *not to be too friendly*

Dog

A dog and pony show: *a stylish presentation with little content*

A dog in a manger: *someone who prevents people to enjoy something that he cannot use*

A dog's breakfast: *a complete mess*

A dog's life: *an unpleasant, miserable situation*

A living dog is better than a dead lion: *it is better to be discreet than too bold*

An old dog for a hard road: *experience is necessary for doing a hard job*

Barking dogs seldom bite: *those who threaten, seldom act*

Dog eats dog: *when people in similar situations harm one another*

Dogs bark as they are bred: *everybody behaves according to their nature*

Every dog has his day: *no one is always unlucky*

He who lies down with dogs will rise with fleas: *one is affected by one's friends*

Like a dog with two tails: *pleased and happy*

Small dog, tall weeds: *too difficult task for a inexperienced person*

The hindmost dog may catch the hare: *even the slowest or most backward person may succeed*

To go to the dogs: *to deteriorate*

To help a lame dog over a stile: *to help someone in need*

To lead a dog's life: *to lead a life of misery*

To let sleeping dogs lie: *do not interfere*

To treat someone like a dog: *to treat someone badly*

You cannot teach old dogs new tricks: *old people do not easily change their habits*

He who lies down with dogs will rise with fleas: *one is affected by one's friends*

Like a dog with two tails: *pleased and happy*

The hindmost dog may catch the hare: *even the slowest or most backward person may succeed*

Someone's dogs are barking: *someone's feet are sore*

To go to the dogs: *to deteriorate*

To help a lame dog over a stile: *to help someone in need*

To lead a dog's life: *to lead a life of misery*

To let sleeping dogs lie: *do not interfere*

To treat someone like a dog: *to treat someone badly*

You cannot teach old dogs new tricks: *old people do not easily change their habits*

Wag the Dog: *a diversion away from something of greater importance*

Why keep the dog and bark yourself: *to do something yourself when someone/something else can do it faster and easier*

Doldrums

In the doldrums: *a negative situation*

Dole

A person is on the dole: *an unemployed person who receives money from the government*

Dollar

To bet your bottom dollar: *to be very certain of something*

Done

Done and dusted: *completely finished*

The done thing: *the correct way to do something*

Donkey's

For donkey's years: *for a very long time*

Donkey work: *boring and simple work*

Doom

Doom and gloom: *a negative and pessimistic situation*

Doomsday

To put off till doomsday: *to keep on postponing something*

You can wait until doomsday: *you'll wait for ever*

Door

All doors are open to him: *he is welcome everywhere*

Behind closed doors: *privately*

The door swings both ways: *the same argument applies to both sides of a situation*

To darken someone's door: *to be an unwanted and unwelcome visitor*

To keep open doors: *to keep your options open*

To show someone the door: *to ask someone to leave*

Doormat

To be someone's doormat: *to be abused by someone*

Double-faced

A double-faced person: *an insincere person*

Doubt

Beyond any reasonable doubt: *it is certain*

Beyond the shadow of a doubt: *absolute certainty*

Without a doubt: *for certain*

Downhill

All downhill/downhill all the way: *very easy to do*

Something goes downhill: *something gradually gets worse*

Drain

Gone down the drain: *wasted or gone*

Draw

Back to the drawing board: *to start again*

To draw a blank: *to be unable to remember or think of something*

To draw a line/a line in the sand: *to give a limit beyond which something will not be accepted*

Dream/s

Beyond your wildest dreams: *much better than you expected*

Two people is a dream ticket: *two people work well together*

Dressed

Dressed to kill: *dressed very glamorously*

Dribs

In dribs and drabs: *in small amounts*

Drift

To get someone's drift: *to understand what someone is trying to say*

Drinking

Binge drinking: *drinking a lot of alcohol in a short time*

Drop

Drop someone/something like a hot potato: *to let go immediately*

Ready to drop: *very exhausted*

To drop someone a line: *to write a letter to someone*

To the last drop of blood: *until nothing is left*

Dry

A dry/dummy run: *a rehearsal or practice/practise (Brit.) session*

Duck

Like water off a duck's back: *with no effect*

Like a duck to water: *naturally and easily*

Dullard

A dullard: *a stupid person*

Dumb

He is as dumb as an oyster: *he will never reveal something told in confidence*

Dump

To be down in the dumps: *to be depressed*

Dust

Bite/hit the dust: *to fall (also to die in a lighthearted way)*

Collecting dust: *not used for a very long time*

The dust has settled: *everything is calm now*

To dust someone's jacket: *to beat someone*

To kick up dust: *to create a disturbance*

To make someone bite the dust: *to defeat someone*

To shake the dust from one's feet: *to depart in anger and have no intention to return*

To throw dust in one's eyes: *to mislead a person*

Dustman

The dustman has arrived: *it is bedtime*

Dutch

To go Dutch: *to share the costs*

Duty

Above and beyond the call of duty: *to do more than is expected from you*

Dwell

To dwell on something: *to constantly talk and think about something*

Dying

To be dying for something: *to want something desperately*

Eagle

To have eagle eyes: *to be very observant*

Ear

All ears: *listening with attention*

In one ear and comes out the other ear: *forgotten immediately*

It did not fall on deaf ears: *it was taken notice of*

Lend me your ear: *ask for someone's attention*

Little pitchers have big ears: *young children understand more than we think they do*

Music to your ears: *something that you hear makes you very happy*

Pick up your ears: *listen carefully*

Something makes your ears burn: *to be embarrassed*

To be all ears: *to listen eagerly*

To come to one's ears: *to hear*

To have long ears: *to overhear* (said esp. of children)

To keep your ear to the ground: *to make sure you know what is happening*

To listen with half an ear: *not listening attentively*

To play something by ear: *to do something without preparation*

To prick up one's ears: *to listen carefully*

To set persons by the ears: *to start them quarrelling*

To turn a deaf ear: *to refuse to listen*

Wet behind the ears: *young and immature*

Earmark

To earmark something: *to assign something to a person or to reserve it*

Earth

Down to earth: *realistic and practical*

It costs the earth: *it is very expensive*

To come back to earth: *to be realistic*

To feel as if the earth could swallow one: *very embarrassed*

Easy/easier

Easier done than said: *something is more difficult to do than you think*

Easy done it: *do it slowly and carefully*

Eat

Someone could eat a horse: *someone is very hungry*

To eat crow: *to admit your fault and apologize/apologise (Brit.)*

To eat/dip into savings: *to use money which was saved for future use*

To eat dirt: *forced to accept another person's bad treatment*

To eat, sleep and breathe something: *to think about something constantly*

To eat someone alive: *to scold someone severely*

To eat out of house and home: *to eat great amounts of food*

To eat out of somebody's hand: *to please a person and do whatever he asks*

To eat your words: *to admit that what you said was wrong*

You are what you eat: *eat healthy foods to stay healthy*

Economical

Economical with the truth: *to give incomplete information without lying*

Edge

At the cutting edge: *to be at the most advanced stage*

On the edge of your seat: *very excited and anxious*

Egg

A bad egg: *a person that cannot be trusted*

A nest egg: *savings for future use*

To have all one's eggs in one basket: *to risk all on a single venture*

What has that to do with the price of eggs? *What relevance has it?*

Eggshells

To walk on eggshells with someone: *to be careful not to offend a person*

Elbow

To elbow one's way in: *to push one's way in*

To lift the elbow: *to be addicted to alcohol*

Eleven

At the eleventh hour: *at the last moment*

Elvis

Elvis has left the building: *it has come to an end*

End

All's well that ends well: *a happy conclusion compensates for problems experienced*

At a loose end: *to have nothing to do*

At one's wits' end: *not to know what to do*

Someone comes to a bad end: *a person's actions leads to very bad consequences*

To find it hard to make ends meet: *to be poor*

Envelope

A back-of-the-envelope calculation: *a quick approximate calculation*

Eleven

At the eleventh hour: *at the last moment*

End

All's well that ends well: *a happy conclusion compensates for problems experienced*

At one's wits' end: *not to know what to do*

To find it hard to make ends meet: *to be poor*

Eye

Daughters of Eve: *women*

Evil

A necessary evil: *something that one dislikes but needs*

To see no evil in someone: *not to see someone's faults*

Example

Example is better than precept: *it is better to show others how to behave than to tell them*

Exchange

Fair exchange is no robbery: *it is fair to exchange things that have equal value*

Expect

Expect him when you see him: *not certain about his arrival*

Eye

An eye for an eye and a tooth for a tooth: *to treat the same way as you were treated*

An eye-opener: *something that is surprising*

Before your very eyes: *openly, in front of you*

Bright-eyed and bushy-tailed: *very positive and energetic*

Far from eye, far from heart: *absent, and forgotten*

His eyes are bigger than his stomach: *he takes more food than he can manage to eat*

In the blink of an eye: *suddenly*

Keep your eyes peeled: *watch carefully*

To catch someone's eye: *to attract someone's attention*

To clap eyes on something/someone: *to see it/a person*

To cry your eyes out: *to cry a lot*

To have an eye on something: *to want something*

To keep an eye on someone: *to watch someone*

To see eye to eye: *to think alike*

To turn a blind eye to something: *to pretend not to notice or know something*

To walk with your eyes shut: *not to observe*

What the eye doesn't see, the heart doesn't grieve over: *we do not worry about things we do not know about*

Eyelid

Without batting an eyelid: *without emotion*

Face

In your face: *an aggressive confrontation*

Not to show one's face again: *not to appear again*

To his face: *openly and in his hearing*

To put a bold face on something: *to make it look good*

To save one's face: *to avoid losing dignity*

Fact

Done after the fact: *done too late*

Fair

A fair-weather friend: *a person who is your friend only when things go well*

Fair and square: *in a just and honest manner*

Fairies

To be away with the fairies: *not to be in touch with reality*

The fairies are baking: *it is raining while the sun is shining*

Fall

To fall flat: *not to succeed*

To fall in with: *to agree with*

To fall out: *to quarrel*

To fall short: *not to reach an amount or standard*

To fall through: *not to take place*

Familiarity

Familiarity breeds contempt: *one loses one's respect for those whom one knows well*

Family

Every family has a skeleton in the cupboard: *every family has a secret to hide*

Fan

To fan the flames: *to increase the excitement or anger*

Far

A far cry: *very different from*

Far and wide: *over a wide area*

Far gone: *drunk*

So far so good: *until now all has gone well*

Thus far and no further: *this is the limit*

Farm

A funny farm: *a mental institution*

Fat

The fat is in the fire: *there is trouble*

To chew the fat with somebody: *to chat about unimportant things*

To live off the fat of the land: *to live luxuriously*

Fate

His fate is sealed: *he is doomed*

Father

Like father, like son: *a son who resembles his father*

Favor/favour (Brit.)

To win favor/favour (Brit.): *to become popular*

Feast

A feast for the eyes: *something beautiful or good*

Feather

A feather in one's cap: *a cause for pleasure at one's achievement*

As you feather your nest, so you must lie in it: *you must accept what you are responsible for*

To show the white feather: *to show cowardice*

You could have knocked me down with a feather: *I was surprised*

Fence

To sit on the fence: *to refuse to take sides*

Fiddle

To play first fiddle: *to take a leading position*

To play second fiddle: *to take a subordinate position*

Fight

To fight shy of: *to avoid*

To fight tooth and nail: *to fight hard*

Finger/s

Finger licking good: *very nice food*

His fingers are all thumbs: *he is clumsy*

Not to lift a finger: *refuse to do anything*
One's fingers itch: *one longs to do something*
To burn one's fingers: *to suffer loss*
To cross your fingers: *to hope to get what you wish for*
To have a finger in the pie: *to have a share in doing something*
To have green fingers: *to have great success with gardening*
To have sticky fingers: *to have a tendency to steal*
To keep one's fingers crossed: *to wish for success*
To let something slip through one's fingers: *to miss an opportunity*

Fire

Between two fires: *threatened from two sides*
Don't kindle the fire: *don't stir up emotions*
To pour oil on the fire: *to make matters worse*
To be under fire: *to have become a target*
To fire someone: *to dismiss someone*
To play with fire: *to do something risky*

Fire-eater

A fire-eater: *a quarrelsome person*

First

First come first served: *he who arrives first, gets attended to first*
First things first: *handle important matters first*

Fish

Like a fish out of water: *feeling uncomfortable*
Other fish to fry: *other business to attend to*
To drink like a fish: *to drink too much*

Fish/y

A big fish in a small pond: *an important person in a small organization/organisation (Brit.)*
A person or situation is a different kettle of fish: *completely different than what was previously assumed*
There is something fishy about it: *there is something strange about it*

Flag

To hoist the white flag: *to surrender*

Flame

An old flame of his: *a former sweetheart of his*
To fan the flames: *to make the emotions more intense*

Flesh

In the flesh: *in person*

More than flesh and blood can bear: *unbearable*

Floor

To have the floor: *to have the opportunity to speak*

To wipe the floor with someone: *to humiliate someone*

Fly/flies

A fly by night business: *an unreliable business which can close down quickly*

A fly in the ointment: *something that spoils a good experience*

Dropping like flies: *a large group either falling or dying*

Flies are easier caught with honey than with vinegar: *it is easier to get what you want by*

flattery than by harsh words

He wouldn't hurt a fly: *he is very gentle*

To wish one could be a fly on the wall: *to wish to witness something*

Fool

A fool and his money are easily parted: *a foolish person loses his money easily*

Fools rush in where angels fear to tread: *foolish people say and do things that wise people avoid*

There is no fool like an old fool: *foolishness in an older person seems worse than in a younger person*

To live in a fool's paradise: *to be happy because you refuse to accept how bad a situation is*

Foot/feet

Off on the wrong foot: *a bad start on a relationship or task*

To catch someone on the wrong foot: *to catch someone unprepared*

To drag your feet: *to do something slowly because you are not enthusiastic about it*

To find no rest for the sole of one's foot: *to find no rest*

To find one's feet: *to manage well*

To foot the bill: *to pay the bill*

To have a foot in the door: *to have slight access or a slight advantage*

To have both feet firmly on the ground: *to be realistic*

To have one foot in the grave: *to be nearing one's end*

To put one's best foot forward: *to make a good impression*

To put one's foot down: *to act firmly*

To put someone back on his feet: *to help someone recover from a setback*
To stand on one's own feet: *to be independent*

Footstep

To follow in another's footsteps: *to do as another did*

Forewarned

Forewarned is forearmed: *a warning enables one to be prepared*

Fortune

Fortune favors/favours (Brit.) the brave (bold): *one must have courage to succeed*

Fortune smiles on him: *he is a lucky person*

To tell someone his fortune: *to rebuke someone*

Free

To give a free hand: *to give a person the right to act as he thinks best*

French

Excuse my French: *to apologize/apologise (Brit.) for cursing*

Friday

He who laughs on Friday will weep on Sunday: *sorrow follows joy*

Friend

A friend in need is a friend indeed: *a true friend proves himself in time of trouble*

To kiss and make up: *to become reconciled*

Fruit

A tree is known by its fruit: *what one does reveals one's character*

Forbidden fruit is sweet: *we desire what we are not allowed*

Fuel

To add fuel to the flames: *to make a bad situation worse*

Fume

To be in a fume: *to be very angry*

Fur

The fur will fly: *there will be a serious quarrel*

Fuse

To blow a fuse: *to lose your temper and become very angry*

Fuss

To make a fuss: *to complain angrily*

Gain

No gain without pain: *nothing is achieved without effort*

To gain ground: *to make progress*

Gallows

To be born for the gallows: *to grow up irresponsibly*

Game

Ahead of the game: *to have an advantage over your competitors*

To give away the game: *to let out the secret*

Two can play at that game: *you can harm the same way as you have been harmed*

Garden

No garden is without its weeds: *in every group there are bad people*

Gasket

Blow a gasket: *explode with anger*

Gear

Cranks/gets into gear: *start to work effectively*

Get

Get down to brass tacks: *to become serious about something*

Get over it: *stop thinking and worrying about it*

Get your walking papers: *to get fired*

To get along with someone: *to have a good relationship*

To get something across: *to explain clearly*

Give

Give him the slip: *to get away or escape from someone*

To give away the show: *to let out a secret*

To give oneself away: *to betray oneself through thoughtlessness*

Glazier

Is your father a glazier? *you are obscuring my view*

Glove

It is not to be handled without gloves: *it must be dealt with carefully*

To put on the gloves: *to be ready to fight*

Go

To go one better: *to outdo someone*

To go out of one's way: *to make a special effort*

While the going is good: *while circumstances are favorable/ favourable (Brit.)*

Goat

It gets my goat: *it puzzles me; it annoys me*

God

An act of God: *a natural event or accident for which no person is responsible*

God helps those who help themselves: *one should try to help oneself*

To make a god of: *to attach too much attention to*

Gold

All that glitters is not gold: *appearances can be deceptive*

Worth its weight in gold: *worth a lot*

Good/s

For good or ill: *whatever the consequences may be*

For one's own good: *for one's own benefit*

To be as good as one's word: *to carry out one's promise*

One good turn deserves another: *if someone does you a favor/favour (Brit.) you should do a favor/favour (Brit.) in return*

To deliver the goods: *to do what is expected*

To return good for evil: *to be kind to an unkind person*

Too good to be true: *to seem unbelievable*

Goose

A wild goose chase: *a search with little chance of success*

All his geese are swans: *he sees things as better than they are*

His goose is cooked: *he is done for; he is ruined*

To cook someone's goose: *to spoil someone's plans*

To kill the goose that lays the golden eggs: *to destroy the source of profit*

What is sauce for the goose is sauce for the gander: *what's good for one is good for another*

Grapes

The grapes are sour: *said to (of) one who pretends to dislike something that he cannot have*

Grass

Not to let the grass grow under one's feet: *to waste no time*

The grass is always greener on the other side: *people always think they will be happier in other circumstances*

Grassroots

To get down to (the) grassroots: *to consider basic facts*

Grave/yard

Someone is walking over my grave: *said when one suddenly shudders*

To dig one's own grave: *to bring about one's own downfall*

To make someone turn in his grave: *to say or do something that would have upset someone in his lifetime*

To work the graveyard shift: *to work during the night when most people are sleeping*

Greek

It is Greek to me: *I don't understand it*

Green

Not as green as one looks: *not as inexperienced as one may seem*

The green room: *a waiting room for people who are appearing on a television or radio show*

Grief

To come to grief: *to experience misfortune*

Grin

To grin and bear it: *to endure pain or sorrow cheerfully*

Grip

To come to grips with something: *to deal with something*

To lose one's grip: *to lose control*

Ground

Common ground: *shared interests or mutual understanding between people*

To clear the ground for someone: *to remove difficulties for another*

To cut the ground from under someone's feet: *to spoil someone's plans or weakens someone's position*

To gain ground: *to make progress*

To get something off the ground: *to start something*

Guard

To be on one's guard: *to be prepared*

To catch someone off his guard: *to take someone unawares*

Guess

Your guess is as good as mine: *I know as little about the matter as you do*

Guest

A constant guest is never welcome: *someone who outstays his welcome is unpopular*

Be my guest: *to give someone permission to do something*

Gun

To stick to one's guns: *to stand firm*

Gut

Gut feeling: *to have an intuition about something*

Hair

A bad hair day: *a day when everything goes wrong*

By a hair's breadth: *by a small margin*

His hair stood on end: *he was terrified*

Not a hair of his head shall perish: *he will suffer no harm*

To tear out one's hair: *to be angry and desperate*

Half

The better half: *one's wife or husband*

To do nothing by halves: *to do things thoroughly*

To go halves: *to share*

Hand

All hands on deck: *everyone must help*

His hands are tied: *he is unable to act*

In the hollow of one's hand: *entirely in one's power*

Many hands make light work: *if everyone helps a task is done quickly*

To allow (give) someone a free hand: *to allow someone to do as he pleases*

To be a good/dab hand at: *to be an expert at*

To bite the hand that feeds you: *to be mean to a person who is kind to you*

To eat out of someone's hand: *to be completely in the power of another*

To get the upper hand: *to prove to be stronger than another*

To go on hands and knees: *to plead*

To have a free hand: *to be allowed do as one pleases*

To have one's hands full: *to have a lot to do*

To have the matter well in hand: *to have control*

To hold someone's hand: *to give someone support*

To keep a tight hand on someone: *to control someone*

To know something like the back of your hand: *you know it very well*

To lend a hand: *to offer help*

To live from hand to mouth: *to live without providing for the future*

To put one's hand to the plough: *to start doing something*

To sit with folded hands: *to be unhelpful*

To take something off someone's hands: *to relieve someone of something*

To try one's hand at: *to do something for the first time*

Handful

To be a handful: *to be difficult*

Handy

Something may come in handy: *it may be useful*

Hang

To get the hang of something: *to understand something*

To hang upon someone's lips: *to listen attentively*

Haste

Haste makes waste: *what is done in a hurry may cause loss*

Hat

A hat trick: *when a player score three goals in the same game*

At the drop of a hat: *willing to do a task immediately*

I'll eat my hat if that is true: *I doubt very much that it is true*

To pass (send) round the hat: *to ask for contributions*

Hatchet

To batten down the hatchet: *to prepare for trouble*

To bury the hatchet: *to stop quarreling*

Hay

Hit the hay: *go to bed/sleep*

To make hay of: *to confuse*

To make hay while the sun shines: *to make use of opportunities*

To take too much hay on one's fork: *to undertake more than one can cope with*

Head

A problem comes to a head: *action has to be taken to solve the problem*

All in your head: *in your imagination*

Can't make head or tail of something: *cannot understand something*

Heads are going to roll: *people are going to lose their positions*

Off one's head: *crazy*

Over one's head: *above one's understanding*

To bang/knock your head against a brick wall: *to try vainly to achieve a difficult task*

To be head over heels in love: *to be very much in love*

To bite someone's head off: *to react angrily*

To bring something upon one's own head: *to be responsible for what happens to oneself*

To bury one's head in the sand: *to avoid taking notice of reality and unpleasant facts*

To drum it into someone's head: *to teach through constant repetition*

To go off one's head: *to go insane*

To have a head for something: *to have the ability to do something well*

To have one's head screwed on the right way: *to be sensible*

To keep a cool head on one's shoulders: *to stay calm*

To keep one's head above water: *to be able to cope with financial difficulties*

To lose one's head: *to lose control*

To put heads together: *to discuss with others*

To put a thing out of one's head: *to stop thinking of something*

To suffer from a swollen head: *to be vain*

To talk someone's head off: *to talk continuously*

Two heads are better than one: *it is better to consult others than it is to act on one's own*

Health

A clean bill of health: *a report stating good health*

Hear

None are so deaf as those who will not hear: *one who does not wish to hear will not hear*

To hear someone out: *to listen to a person*

Heart

By heart: *by memory*

Every heart has its own sorrow: *everybody has their cares*

Faint heart never won fair lady: *one has to have courage to succeed*

Have a heart: *be reasonable*

He has his heart in the right place: *his intentions are good*

Heart and soul: *with all one's energy*

His heart is in his boots: *he is very discouraged*

His heart missed a beat: *he was frightened*

In the heat of the moment: *to say something impulsively or unwise because of what is happening at that moment*

To break someone's heart: *to cause one sorrow*

To have a heart of gold: *to be kind and generous*

To have a heart of stone: *to be insensitive*

To lose heart: *to become discouraged*

To lose one's heart to: *to fall in love with*

To set one's heart on: *to be determined to have to do something*

To steal someone's heart: *to win someone's affections*

To take heart: *to pluck up courage*

To take to heart: *to take something seriously*

To wear one's heart on one's sleeve: *to show one's feelings*

What the heart thinks the tongue speaks: *what one feels strongly about one speaks about*

Heaven

To be in seventh heaven: *to be very happy*

To have heaven on earth: *to live a very happy life*

Heel/s

Down at heel: *untidy and neglected because of not having much money*

To bring someone to heel: *to discipline someone*

To cool your heels: *someone keeps you waiting*

To dig in your heels: *to refuse to do something*

To show a clean pair of heels: *to run away quickly*

To take to one's heels: *to run away*

Hell

All hell broke loose: *a violent or chaotic situation*

Come hell or high water: *whatever may happen*

Hell in a hand basket: *headed for a great disaster*

To have hell on earth: *to suffer greatly*

Hen

A hen party: *where only women are present*

It is not the hen that cackles most that lays the largest egg: *it is not those who talk much that achieve most*

High

Don't fly too high: *don't undertake more than you can handle*

High five: *a celebration gesture where a person slap the palm of his hand against another person's palm in the air*

High winds blow through high trees: *persons in prominent positions are most exposed to criticism*

To hold the high ground: *to have a dominant position*

History

History repeats itself: *the same things happen from time to time*

Hit

Hit the sack: *to go to bed*

Never hit a man when he is down: *do not take advantage of someone who has been weakened or who cannot defend himself*

Hog

High on the hog: *to live in luxury*

To go the whole hog: *to finish something completely*

Hole

To be in a hole: *to be in an awkward situation*

To pick holes in something: *to find fault*

Home

A remark is close to home: *a very personal remark which is so true that you feel uncomfortable*

A man's home is his castle: *everybody is master in his own home*

East west, home's best: *at home one is most comfortable and happy*

Nothing to write home about: *nothing unusual or exciting*

There is no place like home: *one is happiest in one's home*

Honesty

Honesty is the best policy: *being honest is to one's advantage*

Hook

By hook or by crook: *by fair means or foul*

Off the hook: *not responsible to deal with a difficult situation anymore*

Hope

Hope for the best and prepare for the worst: *hope, but do not trust that all will be well*

Hornet

To stir up a hornet's nest: *to create trouble by interfering*

Horse

Back/bet on the wrong horse: *to support the wrong person*

A dark horse: *a person who reveals little about himself*

A horse of a different color/colour (Brit.): *a different thing or matter*

Change horses in midstream: *to change plans/a leader in the middle of a project*

Charley horse: *a cramp/stiffness in the leg*

Hold your horses: *slow down*

Never look a gift horse in the mouth: *never criticize a gift*

Straight from the horse's mouth: *direct from a reliable source*

The grey mare is the better horse: *the wife rules the household*

To beat/flog a dead horse: *wasting time to achieve something that is impossible*

To put the cart before the horse: *to do things in the wrong order*

You can lead a horse to water, but you cannot make it drink: *one may offer help to a person, but one cannot force him to accept it*

Hot

To blow hot and cold about something: *to constantly change your opinion*

Hour

At the eleventh hour: *just in time*

His hour has struck: *he is about to die*

The darkest hour is just before dawn: *when circumstances are most serious, relief may come soon*

House

A house divided against itself cannot stand: *to succeed everyone must function together*

Every house has its trials: *every house has its cares*

Like a house on fire: *very fast*

No house without a mouse: *there is no home without its problems*

To bring the house down: *to give an excellent performance*

Humble

To eat humble pie: *to apologize/apologise (Brit.) humbly*

Ice

It cuts no ice: *it has no effect*

To break the ice: *to relax a tense situation*

To skate on thin ice: *to take a risk*

Idleness

Idleness is the root of all evil: *having nothing to do gives rise to temptations*

Idol

A clay idol: *a person or thing greatly admired but without worth*

Ignorance

Where ignorance is bliss, 'tis folly to be wise: *if something will lead to unhappiness, it is better not to know it*

ill

To feel ill at ease: *to feel uneasy*

Image

A spitting image: *exactly the same*

Inch

Give him an inch and he'll take an ell (a yard): *if a little is offered him, he takes much more*

Within an inch: *very nearly*

Ink

To change before the ink is dry: *to change minds directly after an agreement*

Inside

To know something inside out: *to know something thoroughly*

Insult

To add insult to injury: *to do or say something to upset a person who already has been upset*

Iron

To be an iron man: *to have great strength*

To have too many irons in the fire: *to busy with too many things at the same time*

To rule with an iron rod: *to control very strictly*

To strike while the iron is hot: *to act when the opportunity is favorable/favourable (Brit.)*

Jack

A good Jack makes a good Jill: *a good husband makes a good wife*

Every Jack has his Jill: *there is a partner for everybody*

Jack of all trades and master of none: *one who can do many jobs (but not necessarily well)*

Jack among the maids: *a favorite/favourite (Brit.) among the ladies*

Jack-in-the-box

A real Jack-in-the-box: *a very active person*

Jack Robinson

Before you can say Jack Robinson: *very fast*

Jacket

To dust someone's jacket: *to beat someone*

Jam

To be in a jam: *to be in an awkward position*

Jaywalk

To jaywalk: *to cross a street at an illegal or dangerous place*

Jazz

All that jazz: *everything of that kind*

Jiffy

In a jiffy: *quickly*

Jitters

To have the jitters: *to be very nervous*

Job

A Job's comforter: *one who, while trying to comfort, causes more distress*

A soft job: *a job demanding little work*

Job's news: *bad news*

Joshing

Joshing someone: *tricking someone*

Judgment, /judgement (Brit.)

To do something against your better judgment/judgement (Brit.): *to do something although you know it is not wise*

Jump

To jump out of one's skin: *to be highly excited*

To jump the gun: *to move or act too soon*

Keep

To keep (hold) one's ground: *to stand firm*

To keep out of harm's way: *to avoid trouble*

Kick

To get a kick out of something: *to get pleasure from something*

To kick the bucket: *to die*

To kick up a dust: *to cause a disturbance*

Kiss

Stolen kisses are the sweetest: *we enjoy most what we are not allowed to have or do*

The kiss of Judas: *a deceitful kiss*

You can kiss him (or it) goodbye: *you will never see him (or it) again*

Kitchen sink

Everything but the kitchen sink: *almost everything has been included*

Kite

A kite raises against the wind: *opposition can be overcome*

Kitty/catty-corner: *diagonally across*

Knee

A knee jerk reaction: *a quick, automatic response*

To bring someone to his knees: *to force someone to submit*

To have weak knees: *to lack courage*

To put someone over one's knee: *to give someone a spanking*

Knife

Bringing a knife to a gunfight: *being unprepared*

One could cut it with a knife: *the atmosphere was very tense*

To have a knife at someone's throat: *to force someone to do something by threatening him*

Knot

Tie the knot: *getting married*

To get oneself tied into a knot: *to become confused and worried*
To tie a knot in one's handkerchief: *to enable oneself to remember something*

Know

Before you know/where you are: *something happened very suddenly*
Not to know whether one is coming or going: *to be confused*
To know the ropes: *to be familiar with something*

Knowledge

It is common knowledge: *everyone knows about it*

Knuckle

To rap someone on the knuckles: *to reprimand someone*

Lamb

To be led like a lamb to the slaughter: *to offer no resistance*

Lance

To break a lance for someone or something: *to argue on behalf of someone or something*

Land

A land flowing with milk and honey: *a land of great prosperity*
The promised land: *a place in which happiness is expected*
To see how the land lies: *to find out how matters stand*

Language

(Not) to speak the same language: *(not) having the same views*

Lap

To lay something in someone's lap: *to help someone to obtain something without effort*

Large

At large: *free*

Lash

Lash someone with the tongue: *to scold someone*

Last

At long last: *after a long time*
Last but not least: *the last is not the least important*
On one's last legs: *utterly exhausted; near to death*
The last mile is the longest: *the last part of a task is the most exhausting*

Late

Better late than never: *said of someone who arrives late or of something that is not done in time*

Laugh

He laughs best that laughs last: *one must not rejoice too soon, someone else might be the winner*

He who laughs on Friday will weep on Sunday: *sorrow often follows joy*

It is not a laughing matter: *it is a serious matter*

Laugh and the world laughs with you (cry and you cry alone): *others are ready to share your joys but not your misfortunes*

Laugh one's head off: *to find something very funny*

Laughter is the best medicine: *laughter makes you feel better*

To laugh up one's sleeve: *to be secretly amused*

Law

A law of the Medes and Persians: *an unchangeable law*

Lay

I'll lay my head on a block: *I am very sure*

To lay bare: *to reveal*

To lay down the law: *to enforce rules*

To lay oneself open: *to expose oneself*

Lead

To lead by the nose: *to get somebody to do all one wishes*

Leaf

To turn over a new leaf: *to make a new beginning*

To take a leaf out of someone else's book: *to copy something from someone*

League

Not in the same league: *of a much lower standard*

Lean

Lean years: *years of need*

To lean over backwards: *to make special efforts*

Leap

By leaps and bounds: *very quickly*

Look before you leap: *think before acting*

A leap in the dark: *taking a risk*

Leopard

A leopard cannot change its spots: *a person's nature cannot be changed*

Learn

Earn while you learn: *to earn a salary while training*

Leg

As fast as your legs can carry you: *very fast*

To move one's legs: *to hurry*

To pull someone's leg: *to tease someone*

To stand on one's own legs: *to be independent*

Without a leg to stand on: *having no excuse*

Lemon

To buy a lemon: *to buy a vehicle that constantly gives problems*

Length

At great length: *in great detail*

To go to any length: *to be prepared to do anything*

Let

To let someone down: *to disappoint someone*

To let things slide: *to be negligent*

Liar

A bare-faced liar: *someone who lies easily and shamelessly*

Lick

A lick and a promise: *a superficial cleaning*

Lie

A white lie: *a harmless lie*

To lie through your teeth: *telling something untrue*

Life

A matter of life and death: *very serious*

I can't for the life of me: *impossible to do something*

If life deals you lemons, make lemonade: *turn a bad experience into a good experience*

Not on your life: *never*

Something is the bane of your life: *it is the cause of your problems*

To lay down one's life: *to sacrifice one's life*

To take your life into your own hands: *to risk death*

While there is life there is hope: *one should not despair if there is still a chance*

Light

To be given the green light: *to be allowed to proceed*

To begin to see the light: *to begin to understand*

To come to light: *to become known*

To have light fingers: *to be prone to stealing*

To hide one's light under a bushel: *not to reveal one's talents*

To make light of: *to regard as unimportant*

To present something in a good light: *to represent something in a good way*
To throw light on: *to clarify*

Limb

Out on a limb: *to put yourself in a risky situation*

Limelight

In the limelight: *in the public eye*

Line/s

All along the line: *everywhere; in every way*

To have the lines crossed: *very confused*

To line one's stomach: *to eat*

To read between the lines: *to understand a hidden meaning*

Linen

To wash dirty linen in public: *to talk about unpleasant personal things in the presence of others*

Lion

To place oneself in the lion's mouth: *to expose oneself to danger*

Lip/s

To be on everybody's lips: *to be much talked about*

To curl one's lip: *to show disgust*

To hang on someone's lips: *to listen with great attention*

To keep one's lips sealed: *not to say anything*

Liquor

To liquor someone up: *to get someone drunk*

Little

A little goes a long way: *a small amount can have a great effect*

Every little bit helps: *even a small contribution is helpful*

Live

Live and let live: *tolerate the opinions and behavior/behaviour (Brit.) of others*

Load

A load off one's shoulders: *a release from worries*

Loaf

Use your loaf/head: *think cleverly*

Half a loaf is better than no bread: *one should be grateful for what you have*

Lock

Lock, stock and barrel: *everything*

Loggerhead

To be at loggerheads: *to be in a state of disagreement*

Long

The long and the short of it: *all that there is to be said*

The longest day must have an end: *a time of difficulty does not last for ever*

Look

By the look of things: *as it seems*

To look down on: *to despise*

To look in on someone: *to pay a short visit*

To look on the bright side: *to be optimistic*

To look up to: *to respect*

Look before you leap: *do not act before you have considered the consequences*

Lord

To live like a lord: *to live in luxury*

Loss/es

To be at a loss: *to be unable to find an answer*

To cut your losses: *to withdraw from something before you lose too much*

Love

All's fair in love and war: *in a difficult situation there are no firm rules of behavior/behaviour (Brit.)*

Love is blind: *if you love someone you do not notice his faults*

Love makes the world go round: *love brings happiness*

Not to be had for love or money: *unobtainable*

The course of true love never did run smooth: *differences between lovers are to be expected*

There is no love lost between them: *they don't like each other*

Luck

He has the devil's own luck: *he is very lucky*

The worse luck now, the better another time: *things may change for the good*

Lucky

You may thank your lucky stars: *it is fortunate that everything turned out well*

Lump

A lump in the throat: *full of emotion*

Machine

A cog in the machine: *someone who plays only a small part in an organization/organisation (Brit.)*

Madness

Method to my madness: *although actions seem meaningless, there is a good reason for*

Mammon

To serve Mammon: *to be interested mainly in wealth*

Man

A man in a million: *a fine person*

A man of action: *a person who does things quickly*

A man of the world: *a man with social experience*

As one man: *all those present at the same moment*

Every man for himself: *let everybody look after his own interests*

Every man has his price: *everybody can be bribed to act wrongfully*

Man or mouse: *brave or cowardly*

Man should not live by bread alone: *it is not only material things that are essential in life*

To know as much about something as the man in the moon: *to know very little*

Manner

Manners maketh man: *behavior/behaviour (Brit.) determines character*

Mare

The grey mare is the better horse: *the wife rules the household*

Mark

To make one's mark: *to make an impression*

To miss the mark: *to make a mistake*

Market

Cornered the market: *to completely dominate an area of business*

Master

No man can serve two masters: *it is impossible to give equal attention to two different interests*

Matter

A matter of life and death: *a serious matter*

Not to mince matters: *to speak plainly*

Means

By fair means or foul: *at all costs*

To live beyond one's means: *to spend more than one earns*

Measure

As you measure, so it will be measured unto you: *you will be judged in the same way as you judge others*

Half measures: *lacking thoroughness*

To measure by two standards: *to be inconsistent*

Medicine

A taste of your own medicine: *to treat a person as badly as he had treated you*

To take one's medicine: *to accept punishment*

Mellow

To be mellow: *to be drunk*

Men

So many men, so many minds: *everyone has his own ideas*

Mercy

To be thankful for small mercies: *to be grateful for small things*

Merit

Someone of great merit: *a worthy person*

To have no merit: *to be worthless*

Method

There is method in his madness: *his suggestions or actions are not as foolish as they seem*

Midnight

To burn the midnight oil: *to study hard or work late into the night*

Mile

Go the extra mile: *to do more than what is expected from you*

Milk

Cry over spilt milk: *to worry about something from the past*

A country flowing with milk and honey: *a prosperous country*

It is no use crying over spilt milk: *it is no use regretting what has already happened*

To come home with the milk: *to return very early in the morning*

To milk someone dry: *to take as much as you can from someone*

To milk the ram: *to try to do the impossible*

Mill

No mill, no meal: *one must work for a living*

To go through the mill: *to suffer much*

Millstone

A millstone round one's neck: *a heavy burden*

Mince

To mince matters: *to say or do things with delicacy*

Mincemeat

To make mincemeat of someone: *to defeat someone*

Mind

Great minds think alike: *when two persons express the same thought*

In two minds: *undecided*

Mind boggling: *very surprising and hard to understand*

Mind over matter: *one's thinking can control physical conditions*

Speak your mind: *say what you are thinking*

To give someone a piece of one's mind: *to reprimand someone*

To have a mind of one's own: *to decide for oneself*

To have a mind like a sieve: *to be very forgetful*

To have something on one's mind: *to have something one wishes to speak about*

To my mind: *as I see it*

Minute

A New York minute: *a minute that seems to go by quickly*

Miss

A miss is as good as a mile: *a failure is a failure no matter how close to success one may have been*

To have missed the boat: *to be too late*

Mitten

To handle something without mittens: *to deal with something firmly*

Money

His money burns a hole in his pocket: *he cannot save money*

Love does much but money does all: *money enables one to achieve much*

Money does not grow on trees: *money is not to be had easily and should therefore not be wasted*

Money is round and rolls: *money can easily be spent*

Money makes the mare to go: *money enables one to achieve much*

Money talks: *by means of money much can be obtained or achieved*

More money than brains: *said of a wealthy person who uses his money wrongly*

Not for all the money in the world: *not for anything*

Not to be had for love or money: *unobtainable*

Time is money: *time is valuable*

To coin money: *to make money quickly*

To have money to burn: *to have lots of money*

Monkey

It puts his monkey up: *it makes him angry*

To play monkey tricks: *to do silly things*

To try monkey business: *to do something illegal or improper*

Month

A month of Sundays: *a very long time*

Monty

The full monty: *completely naked or everything that is needed*

Moon

Once in a blue moon: *rarely*

To cry for the moon: *to want the impossible*

To make someone believe that the moon is made of cheese: *to make someone believe something that is untrue*

To reach for the moon: *to want or to try to do the impossible*

More

The more the merrier: *the more people there are together, the greater the fun*

There is more to it than meets the eye: *there is a secret motive*

Morning

The morning hour has gold in the mouth: *it is good to be up early*

Morpheus

In the arms of Morpheus: *asleep*

Moth

Like a moth to a flame: *to be very attracted to someone*

Mountain

If the mountain won't come to Mohammed, Mohammed must go to the mountain: *one should compromise if another is stubborn*

To make a mountain out of a molehill: *exaggerate something*

To move mountains: *to achieve much*

Mouth

Down in the mouth: *to look very unhappy or depressed*

Foam at the mouth: *to be and look very angry*

Not to open one's mouth: *not to speak*

Out of the mouths of babes and sucklings: *children speak the truth*
To make one's mouth water: *to rouse one's desire or appetite*
To pass from mouth to mouth: *to be transmitted orally*
To take the words out of one's mouth: *to say what another was about to say*

Much

He is not up to much: *he is not an impressive person*
Much of muchness: *very similar*
To have too much on one's plate: *to have more than one can cope with*
Too much is too much: *there is a limit of what one can bear*

Mud

His name is mud: *he is in disgrace*
To throw (sling) mud at: *to speak badly of*

Mumbo Jumbo: *meaningless speech*

Mum's the word: *to keep quiet*

Murder

Murder will out: *the truth will become known*
To get away with murder: *to do something wrong without punishment*

Muscle

Not to move a muscle: *to show no reaction*

Music

To face the music: *to accept the consequences*

Mustard

After meat, mustard: *too late*
Can't cut the mustard: *not capable enough*

Mutton

Mutton dressed as lamb: *an old woman dressed too youthfully*

Nail

A nail in one's coffin: *nearer to one's death*
To hit the nail on the head: *to say or do the right thing*
To pay on the nail: *to pay immediately*

Name/s

To drop names: *to mention the names of famous people to impress others*
To make a name for oneself: *to be successful*

Nature

Second nature: *a habit that has become instinctive*

Near

It was a near thing: *it was a narrow escape*

So near and yet so far: *not yet accomplished or complete*

Necessity

Necessity is the mother of invention: *if you really need something, you will find a way of getting it*

Necessity knows no law: *in times of need one attaches little importance to custom or law*

Neck

To breathe down someone's neck: *to make someone uncomfortable by watching him too closely*

To risk one's neck: *to endanger one's life*

To save one's neck: *to escape death*

To stick one's neck out: *to expose oneself to hurt*

Needle

To look for a needle in a haystack: *very difficult or impossible to find*

Nest

A nest egg: *savings for future use*

To feather one's nest: *to enrich oneself*

To foul one's own nest: *to do something that ruins your reputation*

Net

To cast a wide net: *to cover a great area or range to find what you are looking for*

Never

Never in a month of Sundays: *not in a long time*

New

There is nothing new under the sun: *little that exists or happens has not existed or occurred before*

News

No news is good news: *when one hears no news, one assumes that all is well*

Next

In next to no time: *in a short time*

Next to nothing: *very little*

Niche

To carve out a niche: *to make or create a position in the market*

Night

The night is young: *it is still early*

Nimrod

A Nimrod: *a great hunter or sportsman*

Noah

In the days of Noah: *long ago*

Nook

In every nook and cranny: *in all secluded places*

Noose

To put one's head in a noose: *to put oneself in a dangerous position*

Nose

Do not cut off your nose to spite your face: *do not do something when you are angry if it will cause problems for you*

Not to look beyond one's nose: *not to see what is really important*

To keep one's nose out of other people's business: *not to interfere in the affairs of others*

To lead someone by the nose: *to make someone do exactly what you want*

To pay through the nose: *to pay too much*

To turn up one's nose at: *to show contempt for*

To walk with one's nose in the air: *to think you're smarter than others*

Under one's nose: *in full view*

Note

To begin on a high note: *to start very good*

To make a mental note of: *to keep something in mind*

To strike the right note: *to say what is approved*

Nothing

An abbreviated piece of nothing: *worthless*

Nothing doing: *there is nothing that can be done*

Nothing ventured, nothing gained: *one must be brave to succeed*

Nothing will come of it: *it will fail*

There is nothing to it: *it is easy*

Null

Null and void: *not valid*

Nut

A hard nut to crack: *a difficult person or problem*

To be nuts; to be off one's nut: *to be mad*

Nutshell

In a nutshell: *briefly*

Oar

To put one's oar in: *to interfere*

Occasion

To rise to the occasion: *to show skill in a difficult situation*

Ocean

A drop in the ocean: *a very small quantity*

To boil the ocean: *to spend time on something that is impossible to achieve or not worth doing*

Odds

Against all odds: *to do something that seemed impossible to do*

Makes no odds: *makes no difference*

Odds and ends: *remnants of little value*

To be at odds with one another: *to be on bad terms with another*

Oil

To oil one's tongue: *to flatter*

To pour oil on the flame: *to make matters worse*

To pour oil on troubled waters: *to calm a situation*

To strike oil: *to make a profitable discovery*

Olive

To hold out the olive branch: *to offer peace*

Omelet/omelette (Brit.)

You cannot make an omelet/omelette (Brit.) without breaking eggs: *you can't make big changes without some unpleasant effects*

Once

Once and for all: *finally*

Once bitten twice shy: *after a bad experience one will be cautious*

One

To be one too many for someone else: *to surpass or outwit someone*

One-track

To have a one-track mind: *interested in only one thing*

Onion

To know one's onions: *to be clever and experienced*

Open

An open secret: *what is supposed to be a secret but everyone knows it*

Open and shut: *straightforward*

To be open with: *to be frank with*

With open hands: *generous*

Opportunity

Opportunity seldom knocks twice: *an opportunity seldom presents itself a second time*

To let the opportunity slip through one's fingers: *not to take advantage of the chance*

Order

A tall order: *an unreasonable demand*

Of the highest order: *of the best*

It is in the order of things: *it is the manner in which things normally happen*

Ostrich

To have the stomach of an ostrich: *to be able to eat anything*

Out

Out and out: *thoroughly*

To feel out of sorts: *not to feel well*

Outstay

To outstay one's welcome: *to remain longer than one is welcome*

Outwit

To outwit someone: *to be cleverer than someone else*

Over

It is over and done with: *there is nothing more to be said or done about the matter*

Own

To come into your own: *to become useful and successful*

Oyster

He is as close/dumb as an oyster: *he will never reveal something told in confidence*

P

To mind one's p's and q's: *to be careful*

Pace

Can't stand the pace: *can't work under a lot of pressure*

To keep pace with: *to keep up with*

To put someone through his paces: *to test someone's abilities*

Pack

Ahead of the pack: *more successful than his rivals*

To pack someone off: *to send someone away*

Package

Good things come in small packages: *small things are often more valuable than big ones*

Paddle

To paddle one's own canoe: *to pay your own way in life*

Page

To be on the same page: *to agree*

Pain

A pain in the neck: *an annoying person*

No pain no gain: *without effort one cannot obtain what one desires*

To spare no pains: *to take great trouble*

Paint

To paint the town red: *to enjoy oneself*

Palm

Greasing palms: *to bribe or pay for a favor/favour (Brit.)*

To palm off: *to pass off something under false pretences*

Pan

A flash in the pan: *promising in the beginning, but not successful in the end*

From the frying pan into the fire: *from bad to worse*

Paper

Not worth the paper it is written on: *a worthless statement or promise*

Par

Not up to par: *not the required standard*

Part

A man of parts: *one who is versatile*

Pass

To pass away: *to die*

Passage

A passage of arms: *a fight*

Past

It is past crying for: *regret can be of no further use*

Things past cannot be recalled: *what is over is over*

To rake up the past: *to mention past unpleasantness*

Pat

To pat on the back: *to praise*

Patch

Not a patch on: *not to be compared with*

To patch up: *to repair something temporarily; to settle or resolve*

To strike a bad patch: *to enter a period of bad fortune*

Patience

Patience is a virtue: *patience is a good quality*

Payment

A down payment: *to pay a part of the total amount*

Pearl

To cast pearls before swine: *to offer something good to one who cannot appreciate it*

Pebble

Not the only pebble on the beach: *not the only person worthy of one's interest*

Pecker

To keep one's pecker up: *to remain cheerful*

Pedal to the metal: *to drive full speed in a vehicle*

Pedestal

To place someone on a pedestal: *to admire someone*

Peg

A square peg in a round hole: *not to be suited*

Pence

Take care of the pence and the pounds will take care of themselves: *if one is thrifty one will succeed in saving money*

Penny

A penny for your thoughts: *said to someone deep in thought*

A penny saved is a penny gained (earned): *by not spending money, you are saving money*

A pretty penny: *a large sum of money*

In for a penny, in for a pound: *a thing once begun must be completed*

Not to have a penny to bless oneself with: *to be without money*

Pennies long saved become pounds at last: *thrift is profitable*

Penny wise, pound foolish: *thrift in small but wasteful in large matters*

The penny has dropped: *something is becoming clear*

Without a penny to one's name: *very poor*

People

People who live in glass houses should not throw stones: *it is wrong to criticize another if you have the same faults*

The chosen people: *the Jews*

To be all things to all people: *to please or satisfy everyone*

Pep

To give someone a pep talk: *to try to encourage a person*

Perch

To knock someone off his perch: *to defeat someone*

Peter

To rob Peter to pay Paul: *to deprive one so as to give to another*

Petticoat

The petticoat army: *an army of women*

To be under petticoat rule: *to submit to the authority of a woman*

Physician

Physician, heal thyself: *one should overcome one's own faults before condemning others*

Pick

The pick of the bunch: *the best*

To pick someone's brains: *to get information from someone*

Picnic

It's a (no) picnic: *It's (not) easy*

Picture

A picture paints a thousand words: *to see something is much better than a description*

The big picture: *the overall situation*

To put (bring) someone in (into) the picture: *to give someone with the details or facts*

To be out of the picture: *not to be considered*

Piece

It is a piece of cake: *it can be done easily*

The pieces fall into place: *everything fits perfectly*

To give a piece of one's mind: *to scold*

Pig

In a pig's eye: *very unlikely*

Pig out: *eat a lot*

To be driving pigs: *to be snoring*

To buy a pig in a poke: *to buy something without seeing it or knowing its value*

To have the wrong pig by the ear: *to blame the wrong person; to be mistaken*

To make a pig of oneself: *to eat greedily*

To put lipstick on a pig: *a vain attempt to make something unappealing look nice*

When pigs fly: *never*

Pill

A bitter pill: *something disappointing*

Pillar

From pillar to post: *from one place to another*

On automatic pilot: *doing something without thinking about it*

Pin

One could have heard a pin drop: *it was very quiet*

To be on pins and needles: *to be worried or anxious*

To pin someone down: *to bind someone to a promise*

Pink

To be in the pink: *to be very healthy*

Pins

On pins and needles: *anxious or nervous*

Pipe

Pipe down: *be quiet*

Pistol

To hold a pistol against someone's head: *to force someone*

Pitch

To queer the pitch: *to ruin a plan*

To pitch into someone: *to attack or scold violently*

Place

To be unable to place someone: *to be unable to recognize someone*

To feel out of place: *to feel that one that does not fit in*

Plain

It is plain sailing: *it is easy*

To tell someone the plain truth: *to be frank*

A level playing field: *a fair competition*

Pleasure

No pleasure without pain: *there always seem to be unpleasant consequences when one enjoys oneself*

Plight

In a sorry plight: *in a bad state*

Plough

To plough with another man's heifer: *to use information obtained unfairly*

Plunge

To take the plunge: *to take an important step*

Pocket/s

It is beyond my pocket: *I cannot afford it*

Money burns a hole in his pocket: *he finds it difficult not to spend his money*

To be quite beside the point: *to be irrelevant*

To have deep pockets: *to have a lot of money*

To press the point: *to put great emphasis on a statement*

Point

You have a point there: *what you say is true or valid*

Poker

To have swallowed a poker: *to be erect*

Pole

To be poles apart: *to be very different*

Post

To keep someone posted: *to keep someone informed*

Pot

The pot calling the kettle black: *to be guilty of the very thing that one accuses someone else of*

To keep the pot boiling: *to make a living*

Potato

A couch potato: *a passive person*

To drop something like a hot potato: *to drop quickly*

Pound

To want one's pound of flesh: *to insist on the whole bargain or the exact terms of the agreement*

Poverty

When poverty comes in at the door, love flies out of the window: *difficult times often ruin a happy relationship*

Power

The corridors of power: *the high levels of government where decisions are made*

Practice [Amer. and Brit.] (noun)

Practice makes perfect: *we learn to do things well by doing them often*

Practice/practise [(Brit.) (verb)]

Practice/practise (Brit.) what you preach: *do what you urge others to do*

Praise

To get more praise than pudding: *to receive compliments but not be rewarded in a material way*

Preach

To preach to deaf ears: *to try to advise those who will not listen*

Press

Hot off the press: *something that has just been printed*

Prevention

Prevention is better than cure: *it is better to prevent misfortune than to remedy it*

Price

At any price: *no matter what the cost*

Everyman has his price: *everybody can be bribed*

What has that to do with the price of eggs? *What relevance has it?*

Pride

To put one's pride in one's pocket: *to do what may be humiliating*

Promise

A lick and a promise: *a superficial wash or cleaning*

A promise is a promise: *a promise has to be kept*

One cannot live on promises: *unfulfilled promises are of no use to one*

To promise the moon: *to make a promise that can never be carried out*

Propose

Man proposes, God disposes: *whatever man intends is subject to the will of God*

Pudding

The prove of the pudding is in the eating: *people are judged by their actions*

Pull

To pull a long face: *to show disapproval*

To pull down a person: *to degrade a person*

To pull out of the fire: *to save when the case seems hopeless*

To pull the plug: *to stop something*

To pull to pieces: *to criticize/criticise (Brit.)*

To pull up one's socks: *to try to improve*

Puppy

Puppy love: *childish love*

Purposes

To be at cross-purposes with someone: *to think you are talking about the same thing, but you're not*

Purse

To hold the purse strings: *to have control over finance*

You cannot make a silk purse out of a sow's ear: *you cannot get better results from something than its qualities allow*

Put

To put up with something: *to tolerate something*

Quarrel

It takes two to make a quarrel: *there are two parties in any dispute*

To pick a quarrel: *to seek a dispute*

You cannot quarrel with your bread and butter: *one cannot afford to disagree with one's employer*

Question

A burning question: *something all want to know about and everyone is asking about*

Ask no questions and hear no lies: *said in answer to inquisitive persons*

That is out of the question: *it cannot be considered*

To call in question: *to doubt*

To pop the question: *to propose marriage*

Quickly

Quickly come, quickly go: *what is easily acquired is soon wasted*

Quit

To be quit of: *to be rid of*

Rabbit

To produce a rabbit from the hat: *to reveal something surprising*

Rack

To rack one's brains: *to puzzle over something*

Rage

Something is all the rage: *it is very popular or in fashion*

Rags

From rags to riches: *from being very poor to being very rich*

Rain/s/ing

It never rains but it pours: *several things seem to happen at the same time*

Put something by for a rainy day: *to save what you will require in a time of need*

Its raining cats and dogs: *heavy raining*

To do something come rain or shine: *to do something regularly whatever the conditions are*

Rainbow

Chasing rainbows: *trying to achieve something that will never be achieved*

Rain check

To take a rain check: *to decline an offer which you may accept*

Rap

To rap over the knuckles: *to reprimand*

To take the rap: *to accept the responsibility*

Rat

Caught like a rat in a trap: *caught without hope of escape*

Razor

On the razor's edge: *in a critical situation*

Reap

You reap what you sow: *things that happen to you is a result of your own actions*

Rear

Someone who brings up the rear: *the last person in a group of people who are walking or running*

Reason

It stands to reason: *it makes sense*

To be open to reason: *to be ready to accept advice*

To lose one's reason: *to become insane*

Record

Off the record: *something said in confidence*

To sound like a broken record: *to say the same thing repeatedly*

Red

A red-letter day: *a day to remember*

To see red: *to become very angry*

To see the red light: *to become aware of danger*

Red-handed

To be caught red-handed: *to be caught in the act*

Reed

A broken reed: *an unreliable thing or person*

A reed shaken by the wind: *an unstable person influenced by everything he hears*

To lean on a reed: *to rely on a weak person or thing*

Refuse

What one refuses, one loses: *what one does not accept may not be obtainable later*

Rein

To have the reins firmly in hand: *to be in full control*

To pull in the reins: *to exercise greater control over*

To take the reins: *to assume control*

Remedy

It is beyond remedy: *nothing can be done about it*

Remorse

Remorse always comes too late: *one regrets a thing only when nothing can be done about it*

Retreat

To beat a (hasty) retreat: *to hurriedly avoid a dangerous or difficult situation*

Rhyme

Without rhyme or reason: *for no reason at all*

Ride

To ride for a fall: *to act recklessly*

To ride out the storm: *to pass safely through a crisis*

To take someone for a ride: *to pull someone's leg*

Ripe

Soon ripe, soon rotten: *it is harmful for children to develop too fast*

Rise

To rise and shine: *to get out of bed and get ready for work or school*

To rise from the ashes: *to be restored after destruction*

To rise to the occasion: *to be able to handle a situation*

Rock

Between a rock and hard place: *faced with a choice between two very difficult situations*

To stand as firm as a rock: *not to yield*

Rocker

To be off one's rocker: *to be mad*

Rocket

To go up like the rocket and come down like the stick: *to have high aspirations but fail miserably*

Rod

Spare the rod and spoil the child: *children must be punished if they are to be brought up correctly*

To make a rod for one's own back: *to bring trouble upon oneself*

To rule with a rod of iron: *to rule strictly*

Rome

Rome was not built in a day: *it takes time to accomplish something worthwhile*

When in Rome do as the Romans do: *follow the manners and customs of the people one is visiting*

Roof

Not to have a roof over one's head: *to be without shelter*

To raise the roof: *to be very noisy*

To wet the roof: *to celebrate the completion of the building*

Roost

To rule the roost: *to be master*

Root

The root of the evil: *the cause of the trouble*

To get rid of something root and branch: *to remove something completely*

Rope

Give him enough rope and he'll hang himself: *give him time and he will bring about his own downfall*

To give someone more rope: *to give someone more freedom*

To know the ropes: *to be familiar with something*

To show someone the ropes: *to teach someone*

Rose/s

Her path is strewn with roses: *her life is filled with pleasure*

Something comes up roses: *something ends successfully*

Not a bed of roses: *not pleasant*

There is no rose without a thorn: *every good thing has something bad about it*

Rough

Rough and tumble: *unorganized/unorganised (Brit.)*

To have a rough time: *to experience hardship*

To take the rough with the smooth: *to accept the pleasant and the unpleasant*

Rowdy

A rowdy: *a noisy person*

Royal

To be having a royal time: *to enjoy something*

Rub

To rub it in: *remind someone constantly of something unpleasant*

To rub up the wrong way: *to irritate*

Rubicon

To cross the Rubicon: *to take a step from which there is no turning back*

Rule

A golden rule: *a valuable principle*

A rule of thumb: *a very rough estimate*

To rule something out: *to regard something as invalid or irrelevant*

Rumpus

To cause a rumpus: *to cause a quarrel*

Run

A dry run: *a rehearsal*

Learn to walk before you run: *take it slowly*

Run out of steam: *completely without energy*

The run of the mill: *ordinary*

Things must run their course: *what is to happen cannot be prevented*

To be run down: *to lack health and energy*

To have the run of something: *to have free use of*

To let somebody run wild: *to let somebody do what he wishes*

To run away with an idea: *to expect too much*

To run for dear life: *to run very fast*

To run like the wind: *to run fast*

To run the show: *to play the dominant part*

Sack

To hit the sack: *to go to bed*

Saddle

Better lose the saddle than the horse: *it is better to lose a little if by so doing a much greater loss is avoided*

To be saddled with something: *to be burdened with a task*

To set the saddle on the wrong horse: *to put the blame on someone who is innocent*

To sit firmly in the saddle: *to be in control*

Sadness

Sadness and gladness succeed each other: *after sorrow comes joy and after joy comes sorrow*

Safe

Better be safe than sorry: *do not take risks that you may regret*

Said

Least said, soonest mended: *if one wishes to heal a quarrel quickly, the best way is to stop speaking about it*

More easily said than done: *very difficult*

No sooner said than done: *done immediately*

There is much to be said for him: *he has many good qualities*

Sail

To hoist all sails: *to make use of all resources*

To take the wind out of someone's sails: *to take someone by surprise*

Sailing

It is plain sailing: *it is easy, it is going well*

Salt

Back to the salt mines: *back to work*

The salt of the earth: *honest and good people*

To be worth one's salt: *to do good work*

To rub salt into the wounds: *to make one feel worse*

To stand like a pillar of salt: *to stand motionless*

To take with a pinch of salt: *reluctant to believe*

Samaritan

A good Samaritan: *a truly charitable person*

Sand

Something is like taking sand to the beach: *something is of no use or unnecessary*

Sandman

The sandman is coming: *said of a child who is sleepy*

Save/d

Saved by the bell: *saved just in time*

To save something for a rainy day: *to keep something in reserve until a time of need*

Scale

The scales fell from his eyes: *things became clear to him*

To tip the scales: *to do the decisive thing*

Scapegoat

To be the scapegoat: *to bear the blame*

Scarecrow

To look like a scarecrow: *to be badly dressed*

Scene

Behind the scenes: *not known to the public*

That is not my scene: *that is not what I enjoy*

Scent

On a false scent: *on a wrong line of enquiry*

Score

To settle a score with someone: *to repay someone*

Scot-free: *without harm or punishment*

Screw

There is a screw loose: *there is something wrong*

To have one's head screwed on the right way: *to be intelligent and sensible*

To have a screw loose: *to be slightly mad*

To put the screw on: *to enforce one's demands*

Sea

He is all at sea: *he is confused*

To be half seas over: *to be drunk*

Seams

Coming apart at the seams: *extremely anxious or upset*

Second

At second hand: *by hearsay*

Second thoughts are best thoughts: *it is better to consider carefully before acting*

Second to none: *having no superior*

To come off second best: *to get the worst of an encounter*

To have second thoughts: *to reconsider a matter*

See/ing

Seeing is believing: *the best way to prove something is to see for yourself*

To see through something: *to detect what is false*

Sense/s

It does not make sense: *it is not clear and logical*

To bring someone to his or her senses: *to make someone see the foolishness of his ways*

To come to your senses: *to start to think clearly and use good judgment/judgement (Brit.)*

Set

To be dead set against: *to be firmly opposed to*

To be set in one's ways: *to have fixed habits*

Sex

The stronger sex: *men*

The weaker sex: *women*

Shadow

Afraid of one's own shadow: *easily frightened*

Someone's shadow: *someone's constant companion*

To cast a shadow of gloom: *to cause sorrow*

Shame

To put one to shame: *to disgrace*

Shape

All shapes and sizes: *many different types or forms*

In bad shape: *in a poor physical condition*

To get bent out of shape: *to become upset about something unimportant*

Sharp

Sharp practice: *dishonest dealings*

Sharp's the word: *hurry*

To look sharp: *to be alert*

Too sharp for me: *too clever for me*

Shave

It was a close shave: *it was almost a failure*

Sheep

As well be hanged for a sheep as a lamb: *if the punishment will be the same for both actions, a person might as well do something that is considered very wrong and will bring an additional advantage than do something which is considered slightly wrong*

In sheep's clothing: *hypocritical*

The black sheep of the family: *the one who brings disgrace on the family*

To separate the sheep from the goats: *to separate the good from the bad*

Shell

To come out of one's shell: *to become more lively*

To creep into one's shell: *to withdraw*

Ship

The ship of the desert: *the camel*

Shirt

Close is my shirt, but closer is my skin: *my own interests come first*
To give away the shirt off one's back: *to be very generous*

Shoe

No one knows where the shoe pinches like the wearer: *everybody knows best what his or her troubles are*

Not to wish to stand in someone else's shoes: *not to envy another*

To step into someone else's shoes: *to take over another's position*

Shoot

To shoot oneself in the foot: *to cause oneself harm*

Shop

To shut up shop: *to retire or withdraw*

To talk shop: *to talk about one's work (profession)*

Short

Short and sweet: *brief and clear*

To come short of: *not to be up to the standard*

To cut someone short: *to interrupt*

To fall short: *to be inadequate*

To make short work of: *to finish off quickly*

To take someone up short: *to interrupt someone*

Shot

A big shot: *an important person*

A cheap shot: *an unfair or nasty comment*

A shot in the dark: *a random guess or attempt*

To do something like a shot: *to do something very quickly*

To take a shot at: *to make an attempt*

Shoulder

Put your shoulder to the wheel: *work harder*

Straight from the shoulder: *with full force*

To give someone the cold shoulder: *to ignore someone*

To stand shoulder to shoulder: *to be a united front*

To take too much on one's shoulders: *to undertake more than one can manage*

Show

Just for show: *purely for the sake of appearances*

To give away the show: *to reveal the secret*

To steal the show: *to attract most attention*

Shut

To shut one's eyes to: *to ignore*

Shy

Once bitten, twice shy: *an unpleasant experience makes one cautious in the future*

To fight shy of: *to try to avoid*

Sick

To be sick (and tired) of: *to be bored and disgusted with something*

Side

There are two sides to every story: *there are two points of view to whatever is reported*

Sieve

To try to carry water in a sieve: *to try to do the impossible*

Sight

Out of sight, out of mind: *absent and therefore forgotten*

To make a sight of oneself: *to make yourself look foolish*

Sing

To sing another tune: *to change one's manner*

To sing small: *to become more humble*

To sing the same song: *to say the same thing repeatedly*

Sink

To be sinking: *to become weaker*

To sink all differences: *to settle a dispute*

Sins

To cover a multitude of sins: *to prevent others from seeing or discovering bad things*

Sit

To sit back in comfort: *to be rich*

To sit tight: *to hold on*

To sit heavily on another's chest: *to force your company on someone*

Sitting

A sitting duck: *an easy target*

Six

At sixes and sevens: *confused*

Six of the one and half a dozen of the other: *the same or nearly the same*

Skeleton

A skeleton in the cupboard: *an unpleasant fact kept from strangers*

Skin

By the skin of one's teeth: *with great difficulty*
To be skin and bone: *to be very thin*
To get under someone's skin: *to annoy someone*
To save one's skin: *to get off without punishment*

Sky

Out of a clear sky: *unexpectedly*

Slap

A slap on the wrist: *a mild punishment*

Slate

Starting with a clean slate: *a fresh start without thinking of past mistakes*

Sleeve

To have something up one's sleeve: *to have a secret plan*

To roll up one's sleeves: *to prepare to work or to fight*

Slide

To let things slide: *to be neglectful*

Slip

To give the slip: *to avoid or escape from*

Slippery

To be on slippery ground: *to be in danger*

Slow

Slow but sure: *slowly making steady progress*

Small

Small change: *coins of small value*

Small hours: *early hours of the morning*

Smell

To smell a rat: *to suspect something to be wrong*

To smell something fishy: *to be suspicious about something*

Smoke

From the smoke into the smother: *from bad to worse*

No smoke without fire: *there is always some truth in a rumor/rumour*
(Brit.)

Snake

There is a snake in the grass: *something is wrong*

Snug

Snug as a bug in a rug: *cozy/cosy (Brit.) and comfortable*

Sock

Put a sock in it: *to tell noisy people to be quiet*

To pull up one's socks: *try to do better*

Soft

To have a soft spot for: *to like someone*

Solomon

A Solomon: *a wise person*

Song

The same old song: *something that has repeatedly been said*

To sell for a song: *to sell for a little money*

Soon

Sooner or later: *eventually*

Sooner said than done: *difficult to do*

Sort

Nothing of the sort: *not at all*

It takes all sorts (to make a world): *people differ*

Out of sorts: *not feeling well*

Soul

To bare your soul: *to reveal your deepest feelings*

Soup

To be in the soup: *to be in trouble*

Sour

The joke has turned sour: *the joke is no longer funny*

Sow

As you sow, so you shall reap: *you must accept the consequences of your actions*

Spade

To call a spade a spade: *to use plain and blunt language*

Spark

The sparks are beginning to fly: *there is trouble*

Speak

It speaks for itself: *it is plain and clear*

Not to speak the same language: *to have nothing in common*

Speak when you are spoken to: *said to silence a person who was not addressed*

Spectacles

To look through rose-colored/coloured (Brit.): spectacles: *to take a cheerful view of life*

Speech

Speech is silver, silence is golden: *speech is a great gift, but to know when to remain silent is an even greater gift*

Splash

To make a splash: *to make a grand display*

Spoil

To be spoiling for a quarrel: *to be looking for a quarrel*

To spoil someone's game: *to deprive someone of the pleasure he has expected*

Sponge

To throw in the towel: *to give up*

Sponger

To be a sponger: *a person who gets money or other things from people and never gives something in return*

Spoon

To be born with a silver spoon in the mouth: *to be born into a rich family*

Spur

On the spur of the moment: *to act without thinking*

To win one's spurs: *to make a name for oneself*

Square

To get square with: *to get even with*

To get things square: *to put things in order*

Stake

To have a lot at stake: *to be in a situation where a lot can be won or lost*

To have everything at stake: *to run the risk of losing everything*

To stake everything on one throw: *to risk everything in one venture*

Stand

To stand by someone: *to give someone support*

To stand down: *to withdraw or to retire*

To stand in good stead: *to come in handy*

To stand one's ground: *not to yield*

To stand over: *to wait until another time*

To stand up for: *to act in support of*

To take a (firm) stand: *not to yield*

Star

Born under an evil star: *prone to misfortune*

His star is in the ascendant: *everything is going well*

To thank one's lucky stars: *to be most fortunate*

Start

To be off to a flying start: *to start at full speed*

To make a fresh start: *to begin again*

To start from scratch: *to start again from the beginning*

Steak

Something is all sizzle and no steak: *although there were great expectations and great efforts made, something or someone turns out to be disappointing*

Steam

To blow off steam: *to get rid of strong feelings*

Under one's own steam: *by one's own efforts*

Steel

To steel one's heart: *to harden one's heart*

Steer

To steer clear of someone: *to avoid someone*

To steer clear of trouble: *to avoid trouble*

Step

Step by step: *gradually*

To take the first step: *to start something*

To watch one's step: *to be careful not to do the wrong thing*

Stew

To be in a stew: *to be in a difficult position*

To let someone stew in his own juice: *not to help someone*

Stick

To stick one's chin (neck) out: *to expose oneself to trouble or danger*

To stick to it: *not to give up trying*

Stiff

To be stiff-necked: *to be self-willed*

Stir

Something causes a stir: *it causes great interest*

Stitch

A stitch in time saves nine: *what is done promptly saves a great deal of trouble later*

Stolen

Stolen kisses are the sweetest: *we tend to enjoy most what we are forbidden*

Stomach

Cast iron stomach: *having no problems or ill effects with eating or drinking anything*

To be unable to stomach something: *to be unable to accept something*

Stone

A rolling stone gathers no moss: *one who continually changes his circumstances will never improve his position in life*

A stone's throw: *a very short distance*

To cast stones at: *to insult someone*

To cast the first stone: *to make the first accusation*

To give stones for bread: *not to help someone*

To leave no stone unturned: *to do everything in one's power*

Stools

Fall between two stools: *if you hesitate between two courses of action, you may miss both opportunities*

Storm

Any port in a storm: *any solution is acceptable when you are in trouble and have no choice*

A storm in a teacup: *a great fuss made about very little*

The lull before the storm: *a quiet spell before a crisis or outburst*

To make a long story short: *to skip some details in a story to keep the listener's attention*

Straight

To be quite straight: *to be upright and honest*

To keep a straight face: *to try to be serious*

To keep to the straight and narrow: *to behave in a proper and honest way*

Strain

To strain every nerve: *to do one's best*

Straits

In dire straits: *in a very difficult situation*

Straw

A man of straw: *a worthless person*

A straw will tell which way the wind is blowing: *a small sign or happening will indicate what the future holds*

Not worth a straw: *worthless*

The last straw that breaks the camel's back: *the last drawback makes the burden unbearable*

To clutch/grasp at a straw: *to make a desperate effort*

Stream

To swim against the stream: *to oppose the majority*

To swim with the stream: *to do, say or think like others*

Strike

To strike up: *to begin*

String

To harp on the same string: *to repeat something until others become bored*

To have another string in your bow: *to have another way of making a living*

To pull strings: *to try to achieve one's ends by using influence*

With no strings attached: *without conditions or reservations*

Strokes

Different strokes for different people: *different people like different things*

Stumble

To stumble upon: *to come across by accident*

Stump

To be stumped: *not to know what to do or say*

Succeed

Nothing succeeds like success: *one success leads to another*

Suck

To suck someone dry: *to take advantage of someone*

Suit

To suit the deed to the word: *to do what is promised*

Summer

Dog days of summer: *the hottest days of summer*

Sunshine

Sunshine comes after rain: *happiness follows on sorrow*

Swallow

One swallow does not make a summer: *it is unreliable to base one's conclusions on only a single incident*

Sweat

By the sweat of one's brow: *by hard manual labor/labour (Brit.)*

To be in a cold sweat: *to be very nervous or afraid*

Sweep

Sweep in front of your own door: *mind your own business*

To make a clean sweep: *to get rid of completely*

Sweet

To have a sweet tooth: *to be fond of sweet things*

To take the sweet with the bitter: *to accept the good and the bad*

Swim

Sink or swim: *to succeed or fail*

To swim with the tide: *to do what most people do*

Swing

In full swing: *fully active*

Sword

To cross swords with someone: *to have a dispute or a fight with someone*

To draw the sword: *to begin a conflict*

System/s

All systems go: *everything is ready*

T

To a T: *exactly*

Table/s

To bring nothing to the table: *to have nothing to contribute to a conversation or project*

To lay on the table: *to be raised for discussion*

To turn the tables: *to turn a weak position into a strong one*

Tail

To chase your (own) tail: *to do many things, but achieve little*

To have one's tail between one's legs: *in a state of defeat or confusion*

Tailor

The tailor makes the man: *one is judged by one's clothes*

Take

Take it or leave it: *do as you wish*

To take after someone: *to resemble someone*

To take for granted: *to accept without question*

To take in: *to deceive*

To take off one's hat to: *to admire*

To take things as they come: *to accept the circumstances*

Tale

An old wives' tale: *a traditional tale which is not based on facts*

Talk

She is all talk: *she brags a lot*

Talk is cheap, but money buys the whisky: *things are accomplished by doing not by talking*

The talk of the town: *something talked about by everybody*

To talk the hind leg off a donkey: *to talk a lot*

Tap

On tap: *always available*

Tape

Red tape: *tasks that seem unnecessary*

Taste

To acquire a taste for something: *to get to like something which you previously disliked*

Tea

Not for all the tea in China: *not for anything*

Teapot

Useful as a chocolate teapot: *not useful at all*

Tears

Too late for tears: *too late for regret*

Teeth/tooth

Armed to the teeth: *armed fully*

By the skin of one's teeth: *narrowly*

Long in the tooth: *old*

In the teeth of: *in spite of*

Like pulling teeth: *very difficult to obtain*

To clench one's teeth: *to be determined*

To escape by the skin of one's teeth: *to have a narrow escape*

To fight tooth and nail: *to fight hard*

To show one's teeth: *ready to fight*

Tell

To tell someone a thing or two: *to reprimand someone*

You never can tell: *the most unlikely things can happen*

Territory

Something comes with the territory: *it is part of a job or responsibility*

Tether

At the end of one's tether: *unable to endure any longer*

Thick

In the thick of it: *in the middle of something*

Through thick and thin: *under all conditions*

Thief

It takes a thief to catch a thief: *only the shrewd can outwit the shrewd*

Like a thief in the night: *unobserved*

The receiver is as bad as the thief: *a person who receives stolen goods is as guilty as the one who stole them*

Thing

A near thing: *a narrow escape*

If it is not one thing, it's another: *when something goes wrong many things go wrong*

Think

To think better of something: *to decide not to do what you initially wanted to do*

Thoughts

To collect your thoughts: *to think clearly and calmly*

Throat

To be at each other's throats: *to be hostile to each other*

To cut each other's throats: *to adopt a mutually destructive line of action*

To cut your own throat: *to do something that will cause your own failure*

Throw

Don't stake everything on one throw: *don't risk all your resources on one venture*

To throw in the towel: *to admit defeat*

To throw over old friends: *to abandon old friends*

To throw up one's hands: *to give up*

Thumb/s

A rule of thumb: *a rough estimate*

Something sticks out like a sore thumb: *it is very unattractive and visible*

To be all thumbs: *to be clumsy*

To have someone under one's thumb: *to control someone*

To suck something from one's thumb: *to invent something*

To steal someone's thunder: *to accept the credit for something you did not do*

Thunderstruck

To be thunderstruck: *to be astonished*

Tide

To go against the tide: *to oppose whatever is popular*

To tide over a difficulty: *to manage to overcome a difficulty*

To turn the tide: *to change the course of events*

Tilt

At full tilt: *at full speed*

Time/s

Drastic times call for drastic measures: *in desperate situations you need to take extreme actions*

In the course of time: *as time goes by*

In the nick of time: *just in time*

Procrastination is the thief of time: *things that are put off are never done*

Time and tide wait for no man: *if you miss an opportunity, you may not be presented with another*

Time heals all wounds: *time lessens sorrow and pain*

Time is money: *time is valuable*

To be behind the times: *to be old-fashioned*

To bide your time: *to wait for the right time to do something*

To have the time of one's life: *to enjoy oneself*

To work against time: *to try to finish something in a short time*

Tittle

Not one jot or tittle: *nothing at all*

Today

Here today and gone tomorrow: *what exists today will not exist tomorrow*

Toe/s

To be on one's toes: *to be alert*

To dip your toes in the water: *to start or explore something new*

To tread on someone's toes: *to offend someone*

Tomorrow

Never put off till tomorrow what you can do today: *do what has to be done immediately*

To do something like there is no tomorrow: *to do something quickly not thinking of the future*

Tomorrow is another day: *other opportunities will present themselves*

Tomorrow never comes: *if something is not done now, it will probably not be done at all*

Tongue

A confusion of tongues: *a mixture of languages*

I could have bitten off my tongue: *I regretted what I had said*

To be on the tip of one's tongue: *to have it on the verge of one's memory but it cannot be remembered*

To give someone the length of one's tongue: *to rebuke someone*

To have lost one's tongue: *to be too shy to speak*

To hold one's tongue: *to keep silent*

Tongue in the cheek: *not to be taken seriously*

Tongue-tied

To be long in the tooth: *to be old*

To be tongue-tied: *to be unable to say anything*

Top

Over the top: *very excessive*

To blow one's top: *an angry outburst*

Topsy-turvy

To turn everything topsy-turvy: *to cause confusion*

Torch

To carry the torch: *to have strong feelings for someone with whom you do not have a relationship*

Toss

A toss up: *a result that is unclear*

To argue the toss: *to dispute a decision which has already been made*

Touch/y

Out of touch: *not keeping in contact*

To keep in touch with: *to maintain contact*

Touch wood: *said to avoid bad luck*

To be touchy: *to be very sensitive*

Towel

To throw in the towel: *to admit defeat*

Tower

A tower of strength: *a very reliable person*

Town

Out on the town: *to go out to enjoy yourself*

Toy

To toy with an idea: *to consider casually*

Track/s

Not on the right track: *following the wrong course*

To cover your tracks: *to conceal your past activities*

To make tracks: *to run away*

Train

In the train of: *as a result*

Trample

To trample someone in the dust: *to treat someone badly*

Tread

To tread underfoot: *to destroy*

To tread warily: *to be very careful*

Tree

A tree must be bent while it is still young: *a child's character should be moulded while he is young*

To bark up the wrong tree: *to accuse the wrong person*

To know a tree by its fruit: *to judge parents by the qualities or the conduct of their children*

You cannot judge a tree by its bark: *outward appearance is not to be relied upon*

Trick/s

To be up to many tricks: *to resort to many foolish acts*

To do the trick: *to succeed*

To know the tricks of the trade: *to know the methods*

Use your (whole) bag of tricks: *use all the methods you know to succeed*

Trouble

Asking for trouble: *doing something very risky*

Never trouble trouble till trouble troubles you: *do not go looking for trouble*

Troubles never come singly: *when troubles come they seem to come at the same time*

Trousers

To be caught with one's trousers down: *to be in an embarrassing position or state of unpreparedness*

Truant

To play truant: *to stay away without permission*

Trumpet

To blow one's own trumpet: *to boast*

Trumps

To come/turn up trumps: *to achieve surprising good results*

Truth

The truth hurts: *people do not like to hear the truth*

To bend the truth: *to change or leave out certain facts*

Truth lies at the bottom of a well: *it is difficult to arrive at the real truth*

Truth will out: *the truth will be revealed*

Tune

To be in tune with: *to agree with*

To call the tune: *to have control*

To change one's tune: *to change one's opinion*

To dance to another's tune: *to be dictated to by someone*

Turkey

To do something cold turkey: *to stop something immediately*

Turn

An about turn: *a complete change*

A turn for the better: *a favorable/favourable (Brit.) change*

One good turn deserves another: *a kind action should be rewarded with another*

To do someone a good turn: *to do someone a favor/favour (Brit.)*

To turn against: *to become hostile to*

To turn over a new leaf: *to mend one's ways*

To turn something down: *to reject something*

To turn the other cheek: *to respond meekly to insult or injury*

Two

It takes two to make a quarrel: *an argument is never only one person's fault*

It takes two to tango: *both people are at fault*

To put two and two together: *to draw a conclusion*

Two is company, three is none (two is company, three is a crowd): *a third person would cause an inconvenience in a situation where two people are happy to be by themselves*

Two wrongs do not make a right: *a second wrong action does not improve matters*

Two-faced

A two-faced person: *a hypocrite*

Ugly

An ugly duckling: *a person who surprises others by becoming cleverer or more beautiful*

Up

Not up to much: *of little interest or worth*

To be up and about: *to be active*

Ups and downs: *good and bad fortune alternately*

Uphill

Uphill work: *difficult work*

Upper

To be down on one's uppers: *to be very poor*

To have something wrong in one's upper storey: *to be insane*

Up-to-date

To be up-to-date: *to know the latest trends*

Van

To be in the van: *to be among the leaders*

Van Gogh

Van Gogh's ear for music: *tone deaf*

Variety

Variety is the spice of life: *diversity is interesting*

Veil

To draw a veil over: *to prefer not to discuss*

To take the veil: *to become a nun*

Vent

To give vent to: *to release emotion in an outburst*

Vessels

Empty vessels make the most noise: *those who know little often have the most to say*

View

To take a dim view of something: *to disapprove of or dislike something*

Viper

To nourish a viper in one's bosom: *to treat kindly someone who is likely to harm one*

Voice

At the top of one's voice: *loudly*

To speak with two voices: *to be deceitful*

To voice a grievance: *to protest against an injustice*

Volume

It speaks volumes: *it is very meaningful*

Wag

Tongues are wagging: *there is much gossip*

Waiting

To play a waiting game: *to wait patiently to see what is going to happen*

Wake

Wake not a sleeping lion: *do not stir up trouble*

Walk

To walk off with: *to take without permission*

To walk on air: *to be very happy*

Walk of life: *profession or occupation*

You must learn to walk before you run: *one must begin in a modest way*

Walking

A walking dictionary: *someone who knows much*

Wall/s

Bouncing off the walls: *very excited and full of energy*

Drive someone up the wall: *to irritate or annoy someone very much*

Like talking to a brick wall: *talking to someone without any reaction or response from him*

The writing is on the wall: *there are clear signs that something bad will happen*

Walls have ears: *even the most private conversation may become known to other people*

With one's back against the wall: *to be in a desperate situation*

Wash

The writing is on the wall: *there are clear signs that something bad will happen*

Walls have ears: *even the most private conversation may become known to other people*

With one's back against the wall: *to be in a desperate situation*

Wars

To have been in/through the wars: *to show signs of injury or damage*

Wash

It will come out in the wash: *it won't have any serious effect*

To wash one's hands of somebody: *not to be responsible for another*

To wash your dirty linen in public: *to make private unpleasantness public*

Waste

To waste one's breath: *to speak in vain*

Waste makes want: *by being wasteful one can become impoverished*

Waste not want not: *what you save you cannot lack*

Watch

You had better watch out: *you must take care*

Water

Like pouring water into a sieve: *spending a lot of time or effort on something without any effect*

Still waters run deep: *a person who is quiet often hides deep feelings or a lot of knowledge*

To be in hot water: *to be in trouble*

To be in smooth water: *to have passed through unpleasantness safely*

To carry water to the river: *to take something where it is least needed*

To fish in troubled waters: *to take advantage of disorder*

To keep one's head above water: *to keep out of debt*

To make one's mouth water: *to long for food*

To throw cold water on: *to discourage*

Water under the bridge: *an event that has happened and cannot be altered*

We never miss the water till the well runs dry: *we only miss things if we do not have it anymore*

Waterworks

To turn on the waterworks: *to start crying*

Wave

On the crest of the wave: *being very successful*

Way/s

Fixed in your ways: *unwilling to change your ways*

There are more ways of killing a cat than choking it with cream: *there is more than one effective method*

To be under way: *to be moving*

To clear the way: *to remove obstacles*

To look the other way: *to pretend not to notice*

Where there's a will there's a way: *if there is determination to do something, a means of doing it will be found*

Weather

To make heavy weather: *to make an easy task seem difficult*

To weather the storm: *to come safely through*

Under the weather: *to feel slightly ill*

Weight

A weight lifted from one's shoulders: *no need to worry about something anymore*

He carries little weight: *he has no influence*

To carry weight: *to be important*

To pull one's weight: *to do one's fair share of work*

To throw one's weight around: *to act as if you have a lot of power or authority*

Welcome

As welcome as snow in the harvest: *unwelcome*

To outstay one's welcome: *to stay too long as a visitor*

Well

All's well that ends well: *if a matter ends well, the past unpleasantness need not be remembered*

Well begun is half done: *a good beginning makes the task easier*

Whale/s

It's like kicking whales down the beach: *a very slow and difficult task*

To have a whale of a time: *to have an enjoyable time*

What

To know what is what: *to be well informed*

Wheel

Asleep at the wheel: *to be unattentive*

A fifth wheel to the coach: *unwanted and extra*

The wheel has turned/come full circle: *things are back where they began*

Whistle

To wet one's whistle: *to drink*

To whistle down the wind: *to abandon something*

White

A white elephant: *a possession for which one has little use*

To bleed someone white: *to deprive someone of all his wealth*

Wife

An old wives' tale: *a foolish tradition*

Wild and wooly: *uncultured and without laws*

Wildfire

To spread like wildfire: *to spread very quickly*

Will

Of one's own free will: *voluntarily*

To have a will of one's own: *to be stubborn*

Wind (noun)

Between wind and water: *in a vulnerable situation*

He knows which way the wind blows: *he knows the state of affairs*

High winds blow on high hills: *prominent people are often criticized*

Something in the wind: *signs that something is about to happen*

To cast to the winds: *to abandon*

To find out how (which way) the wind blows (lies): *to find out the true state of affairs*

To get one's second wind: *to recover and have lots of energy*

To take the wind out of someone's sails: *to make a person feel less confident*

To throw caution to the wind: *to take risks without worrying about the dangers involved*

To trim one's sails to the wind: *to adapt to all circumstances*

Wind (verb)

To wind a person round one's finger: *to make a person do whatever one wishes*

Wine

Wine and dine: *to have an expensive meal*

Wing

His wings have been clipped: *he is prevented from doing something*

To spread one's wings: *to do new and exciting things*

To take someone under one's wing: *to assist and protect someone*

Wire

Down to the wire: *at the last moment possible*

Wisdom

No wisdom like silence: *it is sensible to be silent*

Wise

Wise men learn by other men's mistakes, fools by their own: *sensible people learn not to repeat the foolish behavior/behaviour (Brit.) of others and avoid suffering in the same way*

Wish

If wishes were horses, beggars would ride: *if all our wishes came true everybody would be happy*

The wish is father to the thought: *we readily believe what we wish to believe*

To wish one could fall through the floor: *to feel very embarrassed*

Wit

At one's wit's end: *not to know what to do or say*

Wolf

A wolf in sheep's clothing: *a dangerous person who appears to be friendly*

To cry wolf: *to raise a false alarm*

To keep the wolf from the door: *to earn barely enough to live on*

To throw someone to the wolves: *to put someone in a situation where he is badly treated*

Wood

Can't see the wood from the trees: *looking too closely at the details and unable to see the situation as a whole*

Knock on wood: *tapping with knuckles on wood to prevent bad luck*

Woodwork

To come out of the woodwork: *to appear unexpectedly*

Wool

To be dyed in the wool: *to have uncompromising, deep beliefs in something*

To pull the wool over someone's eyes: *to deceive someone*

Word

A man of his word: *one who keeps his promises*

A word out of season: *ill-timed advice*

A word spoken is past recalling: *what has been said cannot be unsaid*

A word to the wise is sufficient: *those who are wise do not need long explanations*

Fair (fine) words butter no parsnips: *talk, without action, is useless*

In a word: *briefly*

Not to mince words: *to speak plainly*

To go back on one's word: *to break a promise*

To have words with: *to quarrel*

To keep one's word: *to carry out a promise*

To make someone eat his words: *to make someone retract what he has said*

To suit the action to the word: *to do what one has promised*

To take the words out of someone's mouth: *to say what someone else was about to say*

Work

All work and no play makes Jack a dull boy: *not to relax has harmful consequences*

Equal pay for equal work: *wages should be the same if the work is the same*

No work, no pay: *if work is not done there can be no remuneration*

To do someone's dirty work: *to do unpleasant work that another person does not want to do*

To make short work of: *to accomplish quickly*

To work mischief: *to cause trouble*

To work wonders: *to be very effective*

Workman

A bad workman blames his tools: *an inefficient person never admits his inefficiency*

World/s

A person who has come up in the world: *a person who has become more wealthy and successful*

A world of difference: *a big difference*

It is a small world: *people meet each other by chance in the most unexpected places*

It takes all sorts to make a world: *there are lots of different kinds of people in the world*

The best of two worlds: *to have the advantages of two different things*

To be on top of the world: *to be very happy*

To think the world of someone: *to admire someone*

Worlds apart: *very different*

Worms

Don't open that can of worms: *don't create a situation that will cause trouble*

Wound

To lick one's wounds: *to soothe one's hurt*

Wriggle

To wriggle out of something: *to evade something*

Wrong/s

Two wrongs do not make a right: *one wrongful action does not justify another*

X

X marks the spot: *said when someone finds something he/she has been looking for*

Yard/s

The whole nine yards: *everything*

Yardstick

To have two different yardsticks: *to judge by different standards*

Year

Year in, year out: *continuously*

Yield

Not to yield an inch: *not to retreat*

Yourself

Beside yourself: *losing your self-control because of a stressful situation*

Zero

Zero tolerance: *nothing will be overlooked*

Zest

To add zest to: *to make more enjoyable*

43. DIRECT AND INDIRECT SPEECH

1. Direct speech

See: Quotation marks/Inverted commas (Brit.)

Direct speech repeats the **exact words of the speaker**.

- *Mother said, "Do your work."*

(a) **Said, replied, screamed, asked, etc.** are **introductory verbs**.

(b) The **actual words spoken** are placed **in quotation marks**.

(c) All punctuation marks go **inside** the quotation marks.

Note:

In **British English** periods and commas are placed **outside** the quotation marks.

- American English: *Suzie said: "I want to go with you."*
- British English: *Suzie said: "I want to go with you".*

(d) Start a **new line** each time someone new begins to speak.

(e) Always use a **capital letter** for the first word of a **complete sentence of a direct quotation**.

- *Tim said: "I don't want to go to school today."*

(f) A **colon or comma** separates the introductory verb from the spoken words. Put the colon or comma **before opening the quotation marks**. A **colon is used for long dialogue** and a **comma for short dialogue**.

- *Henry asked: "Why are you not going to the dinner?"*
- *Mother replied, "I am too tired."*

(g) If **the spoken words come first**, it can also be followed by a question mark or exclamation point (never a full stop).

- “What is your name?” he asked.
- “Where is my pen?” asked Mary.
- “It hurts!” Tom shouted.

Note:

The introductory verb after a sentence with a question mark or **exclamation point** is written with a **small letter** unless it starts with **I** or a **proper noun**.

- “Help!” *Mary* cried.
- “Can you help me?” *asked David*.

(h) When the introductory verb is in the **middle of two sentences**, a **full stop** is used after the introductory verb.

- “I am sorry,” *said Penny*. “It was my mistake.”

(i) When the introductory verb is in **die middle of a single sentence**, a **comma** is used after the introductory verb and a **capital letter is not used** for the second part of the sentence.

- “I never knew,” *Lea* said, “that she was so clever.”

(j) If the last punctuation is not part of the actual quotation, **but applies to the whole sentence**, the punctuation mark goes **outside the final quotation mark**.

- *Did you really enjoy “The Girl on the Train”?*

(k) We use **single quotation marks (' ')** when quotation marks are needed **in a quotation**.

- Mother said: “Be careful what you say ‘Mr. sensitive’ is coming to visit today.”

2. Indirect speech

Indirect speech reports **what another person has said** and **does not use the exact words**.

- *Mother said that we must do our work.*

(a) Always use the word **that** after the introductory word.

- *Father said **that** he is working very hard.*

- Len says **that** he does not eat a lot.
- Graham replied **that** he did not know the answer.

(b) When **the introductory verb is in the present tense** (says), repeat the words also in the present tense.

- "I **am going** to town today," Mother **says**.
- Mother **says** that she **is going** to town today.

(c) When **the introductory verb is in the past tense** (said), all the words are changed into the past tense.

- "I **am going** to town today," Mother **said**.
- Mother **said** that she **was going** to town **that day**.

(d) With **exclamations** we describe the **emotion in the indirect speech**.

- "Hurrah!" shouted Cindy, "I have won."
- Cindy shouted **happily** that she had won.

(e) **Pronouns need to change to** keep the meaning of the sentence accurate.

- She said, "**I** like school." (direct speech)
- She said that **she** liked school. (indirect speech)
- Dick answered: "We **will** be back before dark." (direct speech)
- Dick answered that they **would** be back before dark. (indirect speech)

Rules for the changing of pronouns in indirect speech

See: First person, second person and third person

1. **First person** pronouns change to third person.

- She said: "**I** don't want to go to the party." (direct speech)
- She said that **she** did not want to go to the party. (indirect speech)

2. There is **no change** in the pronoun when the person reports **his own words**.

- I told him: "**I** don't want to go with you." (direct speech)
- I told him that **I** did not want to go with him. (indirect speech)

3. Second person pronouns change according to the person that reports the speech.

- She told him: "**I** think **you** are very kind." (direct speech)
- She told him that **she** thought **he** was very kind. (indirect speech)
- He replied: "**I** like the green dress." (direct speech)
- He replied that **he** liked the green dress. (indirect speech)

4. Third person pronouns do not change in the indirect speech

- Mary said: "I do not like **him**." (direct speech)
- Mary said that she did not like **him**.

Some words that can be used to describe emotion in the indirect speech: happily, joyfully, angrily, thankfully, with an exclamation of disgust, exclaimed with joy, sorrow, regret, surprise, laughingly, applauded, delightfully

Examples of words we need to change from direct speech to indirect speech

Direct speech	Indirect speech
ago	before
come	go
has	had
here	there
in one hour	one hour later
last month	the previous month
next week	the following week
now	then
this	that
today	that day/the same day
tomorrow	the following day/the next day
yesterday	the previous day/the day before

44. ACTIVE AND PASSIVE VOICE

Only verbs **followed by an object** have an active and passive voice.

1. The active voice

(a) The active voice is shorter and easier.

- *Tom feeds the cat.*

(b) In the active voice the subject of the sentence is doing the action.

- *Tom feeds the cat.*

2. The passive voice

(a) In the passive voice the subject is having the action done to it.

- *The cat is fed by Tom.*

(b) Subjects and objects are interchanged in the passive voice.

- *The cat is fed by Tom*

(c) The tense of the verb changes in the passive voice.

- *The cat **is fed** by Tom.*

(d) Pronouns change in the passive voice.

Active voice	Passive voice
He feeds the dog.	The dog is fed by him .
We picked the apples.	The apples were picked by us .
Andrew teases her .	She is teased by Andrew.
By next week I shall have written the test.	By next week the test will have been written by me .

45. COUNTRIES, PEOPLE AND WAYS

Country/city — People — Ways (Adjective)

Afghanistan — Afghans — Afghan

Africa — Africans — African

Albania — Albanians — Albanian

Algeria — Algerians — Algerian

America — Americans — American

Angola — Angolese — Angolese

Arabia — Arabs — Arab

Argentina — Argentines/Argentinians — Argentine/Argentinian

Armenia — Armenians — Armenian

Asia — Asians — Asian

Australia — Australians — Australian

Austria — Austrians — Austrian

Belgium — Belgians — Belgian

Bolivia — Bolivians — Bolivian

Botswana — Tswanas — Botswanan

Brazil — Brazilians — Brazilian

Britain — British — British

Brunei — Bruneians — Bruneian

Bulgaria — Bulgarians — Bulgarian

Burkina — Burkinese — Burkinese

California — Californians — Californian

Canada — Canadians — Canadian

Cape Town — Capetonians — Capetonian

Chad — Chadians — Chadian

Chile — Chileans — Chilean

China — Chinese — Chinese

Colombia — Colombians — Colombian

Comoros — Comorans — Comoran

Croatia — Croats/Croatians — Croat/Croatian

Cuba — Cubans — Cuban

Cyprus — Cypriots — Cypriot

Czech Republic — Czechs — Czech

Denmark — Danes — Danish
Denver — Denverites — Denverite
Egypt — Egyptians — Egyptian
England — English — English
Estonia — Estonians — Estonian
Ethiopia — Ethiopians — Ethiopian
Europe — Europeans — European
Fiji — Fijians — Fijian
Finland — Finns — Finnish
Florence — Florentines — Florentine
France — French — French
Gabon — Gabonese — Gabonese
Gambia — Gambians — Gambian
Geneva — Genevans — Genevan
Georgia — Georgians — Georgian
Germany — Germans — German
Ghana — Ghanaians — Ghanaian
Greece — Greeks — Greek
Grenada — Grenadians — Grenadian
Guatemala — Guatemalans — Guatemalan
Guinea — Guineans — Guinean
Haiti — Haitians — Haitian
Hawaii — Hawaiians — Hawaiian
Houston — Houstonians — Houstonian
Hungary — Hungarians — Hungarian
Iceland — Icelanders — Icelandic
India — Indians — Indian
Indonesia — Indonesians — Indonesian
Iran — Iranians — Iranian
Iraq — Iraqis — Iraqi
Ireland — Irish — Irish
Israel — Israelis — Israeli
Italy — Italians — Italian
Jamaica — Jamaicans — Jamaican
Japan — Japanese — Japanese
Java — Javanese — Javanese
Jordan — Jordanians — Jordanian

Kenya — Kenyans — Kenyan
Korea — Koreans — Korean
Kuwait — Kuwaitis — Kuwaiti
Lebanon — Lebanese — Lebanese
Liberia — Liberians — Liberian
Libya — Libyans — Libyan
Liverpool — Liverpoolians — Liverpoolian
London — Londoners — Londonese
Madagascar — Madagascans — Madagascan
Madrid — Madrilenians — Madrilenian
Malawi — Malawians — Malawian
Malaysia — Malaysians — Malaysian
Maldives — Maldivians — Maldivian
Malta — Maltese — Maltese
Mauritius — Mauritians — Mauritian
Melbourne — Melburnians — Melburnian
Mesopotamia — Mesopotamians — Mesopotamian
Mexico — Mexicans — Mexican
Monaco — Monacans — Monacan
Mongolia — Mongolians — Mongolian
Morocco — Moroccans — Moroccan
Mozambique — Mozambicans — Mozambican
Namibia — Namibians — Namibian
Naples — Neapolitans — Neapolitan
Nauru — Nauruans — Nauruan
Nepal — Nepalese — Nepalese
Netherlands, The — Netherlanders/Dutch — Netherlandish/Dutch
New Orleans — New Orleanians — New Orleanian
New Zealand — New Zealanders — New Zealand
New York — New Yorkers — New York
Nicaragua — Nicaraguans — Nicaraguan
Nigeria — Nigerians — Nigerian
Normandy — Normans — Norman
Norway — Norwegians — Norwegian
North Korea — North Koreans — North Korean
Oman — Omanis — Omani
Oslo — Oslovians — Oslovian

Oxford — Oxonians — Oxonian
Pakistan — Pakistanis — Pakistani
Palestine — Palestinians — Palestinian
Paraguay — Paraguayans — Paraguayan
Paris — Parisians — Parisian
Pennsylvania — Pennsylvanians — Pennsylvanian
Peru — Peruvians — Peruvian
Poland — Poles — Polish
Pompeii — Pompeians — Pompeian
Portugal — Portuguese — Portuguese
Qatar — Qataris — Qatari
Romania — Romanians — Romanian
Rome — Romans — Roman
Russia — Russians — Russian
Rwanda — Rwandans — Rwandan
Salt Lake City — Salt Lakers — Salt Lake
Scandinavia — Scandinavians — Scandinavian
Scotland — Scots — Scottish
Seychelles — Seychellois — Seychellois
Shanghai — Shanghainese — Shanghainese
Siberia — Siberians — Siberian
Sicily — Sicilians — Sicilian
Sierra Leone — Sierra Leonians — Sierra Leonian
Singapore — Singaporeans — Singaporean
South Africa — South Africans — South African
Spain — Spaniards — Spanish
Sri Lanka — Sri Lankans — Sri Lankan
St Helena — St Helenians — St Helenian
St Lucia — St Lucians — St Lucian
Sudan — Sudanese — Sudanese
Swaziland — Swazis — Swazi
Sweden — Swedes — Swedish
Switzerland — Swiss — Swiss
Syria — Syrians — Syrian
Tahiti — Tahitians — Tahitian
Taiwan — Taiwanese — Taiwanese
Tanzania — Tanzanians — Tanzanian

Tasmania — Tasmanians — Tasmanian
Texas — Texans — Texan
Thailand — Thai(s) — Thai
Tibet — Tibetans — Tibetan
Tunisia — Tunisians — Tunisian
Turkey — Turks — Turkish
Uganda — Ugandans — Ugandan
Ukraine — Ukrainians — Ukrainian
United States (US) — Americans — American
Uruguay — Uruguayans — Uruguayan
Venezuela — Venezuelans — Venezuelan
Venice — Venetians — Venetian
Vienna — Viennese — Viennese
Vietnam — Vietnamese — Vietnamese
Virginia — Virginians — Virginian
Wales — Welsh — Welsh
Yemen — Yemeni(s) — Yemeni
Yugoslavia — Yugoslavs — Yugoslavian
Zambia — Zambians — Zambian
Zimbabwe — Zimbabweans — Zimbabwean

46. ABBREVIATIONS AND ACRONYMS

An abbreviation is a shortened form of a word or a few words.

Rules for abbreviations

Note: **Period** (American English) **Full stop** (British English)

1. In American English a period is **always** used after an abbreviation of a single word.

- February — Feb.
- America(n) — Amer.
- avenue — ave.

2. In **British English** periods are **not used** after the abbreviation of a single word.

- February — Feb
- America(n) — Amer
- avenue — ave

The following rules are the same for American and British English

3. A period is not used for abbreviations of measurements.

- *1 kilogram — 1 kg*

4. Put a space between the number and the abbreviation of measurements.

- *5 meter/metre — 5 m*

5. The initials of words are often used for the abbreviation. It is called **initialism**. No periods are used between the letters.

- *United Kingdom — UK*

6. An **acronym** is an abbreviation which forms a "word" and are made up of the initials of a string of words. No periods are used between the letters.

- *British Broadcasting Corporation — BBC*

Truncated words are shortened words. (fab. — fabulous)

List of often used abbreviations

3D — three-dimensional

a. — annum (year)

adj. — adjective

abbrev. — abbreviation

a/c, a.c. — air conditioning

advt. — advertisement

adj. — adjective; adjutant

adm. — admiral

adm., admin. — administration; administrator

ADSL — Asymmetric Digital Subscriber Line

adv. — adverb; advocate

Afr. — Africa; Afrikaans

AGM — annual general meeting

AIDS — acquired immune deficiency syndrome

a.m. — ante meridiem (before noon)

Amer. — America(n)

Angl. — Anglican

anon. — anonymous

ans. — answer

Apr. — April

arith. — arithmetic

art. — article

Asap — As soon as possible

ASPCA — American Society for the Prevention of Cruelty to Animals

asst. — assistant

ATM — automated teller machine

Aug. — August

ave. — avenue

AWOL — absent without official leave
BAT — British American Tobacco
BBC — British Broadcasting Corporation
BCE — Before the Common Era
B/F — brought forward
Bib. — Bible
biol. — biology
bk. — book; bank
Brit. — Britain; British
bro. — brother
C — Celsius
c — cent(s); circa (about); century
CA — chartered accountant
CAD — computer-aided design
cal. — calendar
capt. — captain
CA — chartered accountant
C/B — credit balance
c/d — carried down
CD — compact disc
CD-ROM — compact disc read-only memory
CE — Christian Era (previously AD Anno Domini (in the year of our Lord))
cell. — cellular
cent. — century (hundred)
CEO — chief executive officer
cert. — certificate; certified
CIA — Central Intelligence Agency
cm — centimeter/centimetre (Brit.)
C/N — credit note
co. — company
c/o — care of; corner of
COD — cash on delivery
CV — Curriculum Vitae
Dec. — December
def. — definition
dept. — department
DG — director-general

dict. — dictionary
dir. — director
dist. — district
DJ — disc jockey
D/N — debit note
do. — ditto (the same)
doz. — dozen
Dr. — doctor
Dstv — digital satellite television
dt — debit
DIY — do it yourself
dup. — duplicate
DVD — digital video disc
ECG — electrocardiogram
econ. — economic; economy
e.g. — *exempli gratia* (for example)
e-mail — electronic mail
eng. — engineer
Eng. — England; English
esp. — especially
etc. — *et cetera* (and so forth)
EU — European Union
Eur. — Europe; European
ex. — example
F — Fahrenheit
fax — facsimile
Feb. — February
fig. — figure; figurative
fol. — following (next)
Fr. — France; French
Fri. — Friday
ft — foot; feet
g — gram(s)
gall. — gallon
GB — Great Britain
GB., Gb — gigabyte(s)
gen. — general

Gen. — Genesis; General
geog. — geography
geol. — geology; geologic(al)
Ger. — Germany; German
GM — general manager
GMT — Greenwich Mean Time
gov. — government ; governor
GP — general practitioner (doctor)
Gr. — Greece; Greek
gram. — grammar
guar. — guarantee
gym. — gymnasium; gymnastic(s)
ha — hectare(s)
HD — high-definition
HDTV — high-definition television
HG — higher grade
hist. — history; historic(al)
HIV — human immune deficiency virus
HM — His (Her) Majesty
HMS — His (Her) Majesty's Ship
hosp. — hospital
ICU — intensive care unit
ID — identification
illust. — illustrated, illustration
in. — inch(es)
int. — international
Interpol — International Criminal Police
inv. — invoice
IOC — International Olympic Committee
IOU — I owe you
IQ — intelligence quotient
IRC — International Red Cross
ISBN — International Standard Book Number
IT — information technology
ital. — italic
Jan. — January
Jap. — Japan; Japanese

jpeg — joint photographic experts group
Jr., jr. — junior
Jul. — July
Jun. — June
KB, Kb, K, kbyte — kilobyte
kg — kilogram
km — kilometer/kilometre (Brit.)
km/h — kilometer/kilometre (Brit.) per hour
l — liter/litre (Brit.)
Lat. — Latin
lab. — laboratory
LAN — local area network
lang. — language
LCD — Liquid Crystal Display
lib. — library
Lt. — lieutenant
lit. — literature; literally
Ltd — limited
m — meter/metre (Brit.)
Maj. — Major
Maj. Gen. — Major General
Mar. — March
max. — maximum
MD — Managing Director
med. — medical; medicine
memo. — memorandum
mg — milligram(s)
mil — military
Min. — Minister
min. — minimum; minute(s)
ml — milliliter/millilitre (Brit.)
mm — millimeter/millimetre
Mon. — Monday
mph — miles per hour
Mr — Mister
MRC — Medical Research Council
Mrs. — Mistress

MS, ms — manuscript
Ms — title used for married and single women
mun. — municipal; municipality
n/a — not applicable
N.Am — North America; North American
Nam. — Namibia; Namibian
NASA — National Aeronautics and Space Administration
Nat. — National; Nationalist
NATO — North Atlantic Treaty Organiz(s)ation
NB, nb — Nota Bene (take notice)
neg. — negative
Neth. — Netherlands
no. — number
Nov. — November
NT — New Testament
NY — New York
NZ — New Zealand
o/a — on account
o.b. — on board
OBE — Order of the British Empire
obj. — object; objective
Oct. — October
OK — all correct
orig. — origin; original
o/s — out of stock
OT — Old Testament
p. — page; *per* (for); piano (soft)
p.a. — per annum (yearly)
par. — paragraph
Parl. — Parliament
PB — private bag
PC — personal computer
pd. — paid
p.h. — per hour
PIN — personal identification number
PM — Prime Minister
p.m. — post meridiem (afternoon); per month; per minute

PO — Post Office
pp. — pages
p.p. — per person
PR — public relations
pres. — president
prim. — primary
PRO — public relations officer
Prof. — professor
pron. — pronoun
prov. — province; provincial
PS — postscriptum (postscript)
p.s. — power steering
pt. — part; point
PTO — please turn over
Pty Ltd — Proprietary Limited
pub. — public
p.w. — per week
RAM — random access memory
Rd. — road
rec. — receipt
ref. — reference; referee
Rep. — Republic
Rev. — Revelations; Reverend
RIP — rest in peace
ROM — read-only memory
RSA — Republic of South Africa
RSVP — please reply
Russ. — Russia; Russian
Sat. — Saturday
Sun. — Sunday
SA — South Africa; South African
S.Am. — South America; South American
Sat. — Saturday
sec. — second(s); secretary
Snr. — senior
Sept. — September
Sgt. — sergeant

Sms — short message service
soc. — society
SOS — save our souls (last signal for help)
SP — State President
sq. — square
St — Saint
st., str. — street
sta. — station
stat. — statistic(s)
subj. — subject
Sun. — Sunday
supt. — superintendent
syll. — syllable
tsp — teaspoon
TB — tuberculosis
tbsp — tablespoon
tel. — telephone
temp. — temperature
Thurs. — Thursday
tsp — teaspoon
Tues. — Tuesday
TV — television
u.c. — upper case
UFO — unidentified flying object
UK — United Kingdom
UN — United Nations
UNESCO — United Nations Educational, Scientific and Cultural
Organiz(s)ation
univ. — university
US; U.S. — United States of America
USA — United States of America
v. — verse
vb. — verb
vs. — versus (against)
vet. — veterinary surgeon
via — through; by way of
VIP — very important person

vol. — volume

w. — week; wicket

W. — west; westerly; watt(s)

Wed. — Wednesday

wt. — weight

WTC — World Trade Center

WTO — World Trade Organiz(s)ation

WWF — World Wildlife Fund for Nature

WWW, www — World Wide Web

XL. — extra large

yd. — yard(s)

yuppie — young upwardly mobile professional person

47. BORROWED WORDS **(Words from foreign languages)**

- We borrow words from other languages when we do not have an English word with the same meaning.
- We borrow words from Afrikaans, French, German, Italian, Latin, Zulu, Xhosa and many other languages.
- There are many different opinions about using italics for borrowed words. Generally italics should be used only for "new" words. It can be very confusing, therefore italics for this purpose, are not used in this book.

Examples of borrowed words

a cappella to halal

Afr. Afrikaans Arab. Arab F. French	G. German It. Italian Jap. Japanese	L. Latin Sp. Spanish
a cappella (It.)	unaccompanied	
à la carte (F.)	from a menu	
bonsai (Jap.)	dwarf trees and shrubs	
biltong (Afr.)	dried raw meat	
bon appétit (F.)	enjoy the meal	
bon voyage (f.)	best wishes for a traveler/traveller (Brit.)	
braai (Afr.)	a barbecue	
cappucino (It.)	coffee with frothy milk	
café (F.)	a small restaurant	
confetti (It.)	small pieces of paper thrown at a wedding	
decor (F.)	furnishing and decorations	
cul-du-sac (F.)	a street closed at one end	
cum laude (L.)	with honors/honours (Brit.)	
curriculum vitae (L.)	an account of one's education, etc.	
en route (F.)	on the way	
entrée (F.)	a main meal (Amer.)/a starter (Brit.)	
fiesta (Sp.)	a holiday or festivity	
frankfurter (G.)	a type of sausage	
hadj (Arab.)	a pilgrimage to Mecca	
halal (Arab.)	meat treated according to Muslim law	

hamburger to victor ludorum

hamburger (G.)	a mincemeat patty in a bread roll
hors d'oeuvre (F.)	an appetizer
ikebana (Jap.)	a Japanese flower arrangement
jacuzzi (It.)	a kind of hot tub
kaput (G.)	broken or useless
kitsch (G.)	tasteless or sentimental art
kraal (Afr.)	an enclosure for livestock
mayonnaise (F.)	a sauce made from oil and eggs
muesli (G.)	breakfast cereal
pizza (It.)	flat bread with a topping
plaza (Sp.)	a marketplace or open square
potjiekos (Afr.)	a stew made on a fire
siesta (Sp.)	an afternoon sleep or rest
springbok (Afr.)	a jumping antelope
sushi (Jap.)	small rolls made of rice filled with raw seafood or vegetables
victor ludorum (L.)	the overall champion in a sport

48. DERIVATIONS

(The formations of nouns, verbs, adjectives and adverbs)

Noun — Verb — Adjective — Adverb

admiration — admire — admirable — admirably
adoration — adore — adorable — adorably
advice — advise — advisory — advisably
agreement — agree — agreeable — agreeably
argument — argue — arguable — arguably
attraction — attract — attractive — attractively
beauty — beautify — beautiful — beautifully
belief — believe — believable — believably
benefit — benefit — beneficial — beneficially
breadth — broaden — broad — broadly
brightness — brighten — bright — brightly
change — change — changeable — changeably
conclusion — conclude — conclusive — conclusively
criticism — criticize — critical — critically
danger — endanger — dangerous — dangerously
darkness — darken — dark — darkly
death — die — dead — deadly
decision — decide — decisive — decisively
desire — desire — desirable — desirably
despair — despair — desperate — desperately
difference — differ — different — differently
earth — unearth — earthen — earthwards
enjoyment — enjoy — enjoyable — enjoyably
explanation — explain — explanatory — explanatorily
explosion — explode — explosive — explosively
extend — extend — extensive — extensively
failure — fail — (in)fallible — infallibly
fear — fear — fearful — fearfully
force — enforce — forcible — forcibly

forgetfulness — forget — forgetful — forgetfully
freedom — free — free — freely
glory — glorify — glorious — gloriously
grief — grieve — grievous — grievously
harm — harm — harmful — harmfully
haste — hasten — hasty — hastily
heart — dishearten — hearty — heartily
joy — enjoy — joyful — joyfully
justice — justify — just — justly
largeness — enlarge — large — largely
laughter — laugh — laughable — laughably
length — lengthen — lengthy — lengthily
lightness — lighten — light — lightly
loudness — louden — loud — loudly
love — love — lovely — lovingly
pardon — pardon — pardonable — pardonably
peace — pacify — peaceable — peaceably
pleasure — please — pleasant — pleasantly
possession — possess — possessive — possessively
prediction — predict — predictable — predictably
preference — prefer — preferable — preferably
reason — reason — reasonable — reasonably
riches — enrich — rich — richly
sadness — sadden — sad — sadly
satisfaction — satisfy — satisfactory — satisfactorily
shape — shape — shapeless — shapely
sharpness — sharpen — sharp — sharply
simplicity — simplify — simple — simply
softness — soften — soft — softly
space — space — spacious — spaciously
speed — speed — speedy — speedily
strength — strengthen — strong — strongly
study — study — studious — studiously
sweetness — sweeten — sweet — sweetly
talk — talk — talkative — talkatively
thirst — thirst — thirsty — thirstily
tightness — tighten — tight — tightly

use — use — useful — usefully

warmth — warm — warm — warmly

weakness — weaken — weak — weakly

width — widen — wide — widely

49. ONE WORD FOR MANY

Places

airport

a complex for the take-off and landing of aircraft

amphitheater/ amphitheatre (Brit.)

a round unroofed building with seats

annex(e)

a separate or added building

apiary

a place where bees are kept

aquarium

a place where fish and other aquatic creatures are kept

arsenal

a place where weapons are made or stored

asylum

an institution for the care of mentally ill people

attic

a room just below the roof of a house

aviary

a place where birds are kept

bakery

a place where bread and cakes are made

bank

a place where money is paid in, drawn or stored

barrack(s)

a building for the accommodation of soldiers

brewery

a place where beer is made

burrow

the dwelling of an animal underground

butcher's shop/butchery (Brit.)

a place where meat is sold

cabin

a room on a ship where passengers sleep

campus

the grounds of a university or college

casino

a place with public dance halls, gambling tables, etc.

cell

a small room in a prison

cellar

a place where wine is made or stored

cemetery

a place where the dead are buried

classroom

a room in which pupils are taught

cockpit

a small room from which an airplane/aeroplane (Brit.) or boat is controlled

court

a place where legal cases are heard by a magistrate

crèche

a place where children are cared for

cul-de-sac

a street open only at one end

curio shop

a store selling local objects for tourists to buy

dairy

a place for dealing with milk and its products

den

the home of a wild animal such as a lion

dock

a place where ships are loaded and unloaded

doghouse/kennel (Brit.)

a house or shelter for a dog

drugstore/chemist (Brit.)

a shop where medicines are prepared and sold

dry dock

the place where ships are repaired

duplex

a flat on two levels

embassy

a diplomatic office in a foreign country

entrance

where one enters

exit

where one goes out

factory

a place where goods are manufactured

fire department/fire station (Brit.)

a place where fire engines are housed

flea market

a street market selling second-hand goods, etc.

game reserve

a place where wild animals are protected in their natural state

garage

a place where motor cars are repaired or stored

ghetto

a slum area

gymnasium

a place for practice/practise (Brit.) in physical training

hangar

a place where airplanes/aeroplanes (Brit.) are housed

harbor/harbour (Brit.)

a place of shelter for ships

herbarium

a place for the collection of dried plants

hospice

a place where very sick or dying people are cared for

hospital

a place for the treatment of sick people

hostel

a place where students can stay

hothouse

a sheltered place where plants are grown

hutch

a cage in which rabbits are kept

igloo

a hut built of snow

insectarium

a place for keeping or breeding insects

kibbutz

a communal farming settlement in Israel

kiosk

a small shop

kitchen

the room where food is prepared and cooked

kraal

a village of huts; an enclosure for cattle

laundry

a place where clothes are washed and ironed

library

a place where books are kept

market

a place where fruit and vegetables are sold

mint

a place where money is coined

monastery

a building in which monks or priests live

mortuary

a place where dead bodies are kept before burial

mosque

a building in which Muslims worship

movie theater/cinema (Brit.)

a place where films are shown

museum

a building used for storing and exhibiting objects

nursery

a place where young plants are reared; a room for the use of small children

oasis

a place with water and trees in a desert

observatory

a building for astronomical observations

oceanarium

a large place for keeping sea animals

operating theater/theatre (Brit.)

a place where doctors perform operations

orchard

a place where fruit trees are planted

orphanage

a home for children whose parents have died

paddock

a place where horses and other farm animals are kept

palace

a large house in which a king or bishop lives

pen

a small enclosure for cows, sheep, etc.

planetarium

a domed building in which images of stars, planets, etc. are projected

plantation

an area of land planted with trees

power station

a place where electricity is generated

prison

a place where prisoners are kept

quay

a place where ships are loaded or discharged

racecourse

a place where horse races take place

rectory

the house of a rector

reservoir

a place where water is collected and stored

restaurant

a place where food can be bought and consumed

rural area

a remote part of a country where the population is low

sanatorium

a place where sick people are treated and cared for

sanctuary

a place for the preservation and protection of birds and wild animals

sawmill

a factory where wood is cut up by machines

scullery

a place where dishes are washed

showroom

a room used to display goods for sale

silo

an airtight structure in which grain are stored

skyscraper

a high building

slaughterhouse/abattoir (Brit.)

a place where animals are slaughtered

sleeping car

a railway coach provided with beds or berths

stock exchange

a place where stocks and shares are bought and sold

studio

a place where an artist works

supermarket

a large self-service store

surgery

a place where a doctor examines his patients

synagogue

a place where Jews worship

tannery

a place where animal hides are processed

trailer/caravan (Brit.)

a covered vehicle used for camping or living

vineyard

an area with grapevines

waiting room

a room provided for people to wait in

ward

a large room for hospital patients

warehouse

a building where goods are stored

zoo

a place where wild animals are kept in cages or paddocks

People

acrobat

one who performs daring gymnastic feats

activist

a person who aims to bring about social or political change

actor

the performer of a part in a play or film

admiral

the commander of a fleet

adolescent

a person between childhood and adulthood

Adonis

a handsome young man

adult

one who is grown up

air hostess

a stewardess on an airplane/aeroplane (Brit.)

amateur

one who engages in something for the love of it – not for money

Amazon

a strong woman

Ananias

one who tells lies

ancestor

any person from whom one is descended

angler

one who fishes with a rod

apiarist

one who keeps bees

applicant

one who applies for work

Apollo

a very handsome man

apprentice

one who works to learn a trade

architect

one who designs buildings

aristocrat

a member of nobility

artisan

one who does skilled work with his hands

artist

one who paints, draws, sculpts, etc.

assistant

one who helps

astronaut

one who travels in a spacecraft

astronomer

one who studies the sun, moon, stars and planets

atheist

one who does not believe in God

attorney (lawyer Amer.)

one who gives legal advice

audience

a group of listeners or spectators

auditor

one who examines accounts

au pair

a young person who works for a family and cares for the children

author

one who writes books, articles, etc.

autocrat

a person who orders people around and always wants his own way

bachelor

an unmarried man

back seat driver:

someone giving unwanted advice from the back seat of a vehicle

baker

one who makes bread and cakes

barber

one who cuts men's hair

barman

a man serving behind a bar

basket case

a person whose mental state leaves him helpless or unable to cope with things

eager beaver

a person who is hardworking and enthusiastic

beautician

a person who gives beauty treatment

beggar

one who begs

bookseller

one who sells books

botanist

one who studies plants

bricklayer

one who builds walls or buildings from bricks

broadcaster

a person who talks on radio or television

brunette

a woman with dark hair

bully

a person who uses strength or power to mistreat others

burglar

one who breaks into a building to steal

butcher

one who sells meat

caddie

one who carries a golfer's clubs

cannibal

one who feeds on human flesh

captain

the person in charge of a ship or airplane/aeroplane (Brit.)

a person who leads a sports team

caretaker

one who looks after a building

carpenter

one who works in wood

cashier

one who works with cash in a shop, bank, etc.

caterer

a person prepares food for social events

cavalry

troops mounted on horseback

celebrity

a well-known person

chatterbox

a talkative person

chauffeur

one who drives a car for someone else

chiropodist

one skilled in the care of hands and feet

church mouse

one who is extremely poor

clown

one who is very funny

coastguard

one who keeps a watch along a coast

cobbler

one who mends shoes

colleague

a fellow worker

comedian

a humorous entertainer

composer

a person who writes music

consumer

one who buys goods

creditor

one to whom money is owed

Croesus

a very wealthy person

crybaby

a child who cries easily

cyclist

one riding a bicycle

debtor

a person who owes money

dentist

one who attends to a person's teeth

doctor

one who attends to sick people

donkey

a person who is very stupid

donor

a person who gives or donates something

dramatist

one who writes plays

eavesdropper

one who listens secretly to the conversation of others

electrician

one who works with electrical goods

emigrant

a person who leaves his country to settle in another

estate agent

one who sells land and houses

eyewitness

one who sees an event happening

fool

a stupid person

foreigner

one who comes from another country

fruitarian

one who eats only fruit

fruiterer

one who sells fresh fruit

gardener

one who works in a garden

gatecrasher

an uninvited guest at a function

genius

a person who is very clever

geologist

one who studies the structure of the earth

glazier

one who fits glass in windows and picture frames

goldsmith

one who works in gold

good-for-nothing

a worthless person

greengrocer

one who sells vegetables and fruit

grocer

one who sells groceries

guardian

a person having legal custody of another person

guest

one who is received at another's house

guide

a person who leads or shows the way

hag

an ugly old woman

hairdresser

one who cuts and sets hair

hadji/haji

a Muslim who has been to Mecca as a pilgrim

hawker

a person who sells things in a street

herbalist

one who deals in medicinal herbs

Hercules

a very strong man

hero

a person who acts bravely

hijacker

a person takes control of a vehicle and forces it to go to a different destination

home bird

one who is devoted to his home

host

one who entertains someone

hotshot

an important person

housekeeper

a person who manages a household

Houdini

a person skilled at escaping

humanitarian

a person who seeks to promote human welfare

hypocrite

one who pretends to be what he is not

idiot

a stupid person

immigrant

a person who comes to live in a new country

infantry

foot soldiers

introvert

a shy person

jackass

a fool

jack-in-the-box

a very lively and funny person

jeweler/jeweller (Brit.)

one who sells watches, jewelery/jewellery (Brit.), etc.

Jezebel

a shameless woman

jockey

a professional rider in horse races

joiner

one does light woodwork

Jonah

a person who brings bad luck

journalist

one who writes for a newspaper or periodical

Judas

a person who betrays a friend

judge

a person who hears cases in a court of law

laborer/labourer (Brit.)

a person doing unskilled work

landlord

a man who lets land, a building, etc.

lazybones

a lazy person

lexicographer

one who compiles a dictionary

librarian

one who supervises the activities of a library

linguist

one who is skilled in foreign languages

locksmith

one who makes and repairs locks

lunatic

a person who is insane

mailman/postman/ (Brit.)

one who delivers letters, parcels, etc.

magistrate

one who tries minor offences

martial artist

a person trained in the art of war

martyr

one who died for a noble cause

matron

a woman who is in charge of a hospital, boarding school, etc.

matador

a bullfighter whose task it is to kill the bull

mayor

the chief citizen of a town

mechanic

one who repairs cars, trucks, etc.

mentor

an experienced advisor

mercenary

a hired soldier in a foreign country

Methuselah

a very old person

Midas

a very rich man

miser

one who hoards money

missionary

one who is sent to convert heathen

mountaineer

a person skilled in mountain climbing

musician

one who plays a musical instrument

namesake

a person having the same name as another

neighbor/neighbour (Brit.)

one who lives nearby

Nero

a cruel person

newsagent

one who sells newspapers and magazines

Nimrod

a great sportsman or hunter

nincompoop

a foolish person

novelist

one who writes novels

nudist

a person who practices/practises (Brit.) nudity

nurse

one who cares for the sick

nurseryman

one who grows and sells plants and trees

optimist

one who is hopeful about the future

organist

one who plays the organ

orphan

a child whose parents have died

passenger

one who travels by train, bus, etc.

patient

one who is ill

patriot

one who loves his country and serves it

pedestrian

a person who walks in a street

pessimist

one who looks on the dark side of things

pest

a troublesome person

pharmacist/chemist (Brit.)

one who sells medicines

philanthropist

one who devotes his service for the love of mankind

philatelist

one who collects and studies stamps

photographer

one who takes photographs

physician

one who practices/practises (Brit.) medicine and surgery

pianist

one who plays the piano

pilgrim

one who journeys to a sacred place

pilot

one who flies an airplane/aeroplane (Brit.)

plumber

one who works with taps and water pipes

poacher

one who steals game

poet

one who writes poetry

policeman

one who keeps law and order

porter

one who carries a passenger's luggage

potter

one who makes pots, cups, etc. out of clay

poulterer

one who sells chickens, ducks, etc. as meat

president

the head of a state; the person in charge of a meeting or society

prime minister

the head of a government

principal

the head of a school

prophet

one who foretells events

psychiatrist

one who treats mental disease

psychologist

one who studies people's minds

rabbi

a Jewish religious leader

rebel

a person who fights against authority

receptionist

one who receives people in a hotel, doctor's rooms, etc.

recluse (hermit)

one who lives a solitary life

referee

a person who controls a sports match

refugee

one who takes refuge in a foreign country

reporter

a person employed to report news

rough diamond

a person of good nature but rough manners

rowdy

a noisy person

Samaritan

a charitable or helpful person

Samson

a very strong person

scarecrow

an object in the shape of a person to frighten birds away

scavenger

a person who collects things discarded by others

sculptor

one who makes shapes from marble, stone, etc.

seamstress

a woman who earns a living by sewing

servant

one who works for another

shepherd

one who looks after sheep

shipwright

one who builds ships

shopkeeper

one who owns a shop

signwriter

one who writes on boards, walls, windows, etc.

silversmith

one who works in silver

Simple Simon

a foolish boy or man

simpleton

a foolish person

sitting duck

a person who is easy to deceive

skeleton

a very thin person

slowcoach

a slow or lazy person

sluggard

a lazy, sluggish person

soldier

one who serves in the army

Solomon

a very wise person

somnambulist

one who walks in his sleep

spectator

a person watching a game

spinster

an unmarried woman

spouse

a husband or wife

stationmaster

the person in charge of a railway station

stowaway

one who hides away on a ship or airplane/aeroplane (Brit.)

surgeon

doctor who operates on people

surveyor

one who measures the size of a plot, district, etc.

survivor

one escaping with his life

tailor

one who makes men's clothes

taxidermist

one who preserves and mounts the hides of animals

teacher

a person who teaches in a school

teller

one who receives and pays out money over a bank counter

telltale

one who talks about the affairs of others

tenant

one who pays rent to a landlord

thief

one who steals

tourist

a person who visits places for pleasure

traitor

a person who betrays his country or someone

treasurer

one who handles the money of a club

undertaker

someone who manages funerals

upholsterer

one who covers chairs, etc.

usher

a man who shows you to your seat at a cinema, etc.

vandal

a person who deliberately causes damage

vegetarian

one who eats no meat, fish or poultry

veteran

a person who has much experience

veterinarian/vet, veterinary surgeon (Brit.)

one skilled in the treatment of diseases of animals

victor ludorum

the overall champion in a sports competition

villain

a person who is guilty or behaves badly

violinist

one who plays the violin

vixen

a spiteful and ill-tempered woman

volunteer

person who offers to do something

waiter

one who serves people at table

warder

one who looks after prisoners

watchmaker

one who repairs watches

weathercock

a person who is changeable

welder

one who joins together pieces of metal

whistle-blower

Someone who reports an illegal activity to the authorities, and give information about those responsible for it

wholesaler

one who sells goods to shopkeepers

widow

a woman whose husband is dead

witness

a person who saw an event happening

workaholic

a person addicted to working

yuppie (yuppy)

young middle-class professional person working in a city

zoologist

one who studies the structure, form and distribution of animals

General

achievements

things that you do well

admire

to like and respect someone

aisle

a passage in a church, cinema or airplane/aeroplane (Brit.)

alien

a creature from another planet

alien vegetation

vegetation not from the specific area

alloy

a mixture of two or more metals

ambulance

a vehicle for conveying sick or injured people

amnesia

loss of memory

amphibious

equally at home on land or in water

amputate

to remove a part of the body

anatomy

the structure of the human body

anniversary

the date on which an event took place in a previous year

annually

once a year

anonymous

having no known name

anthology

a published collection of poems, songs, etc.

antiseptic

a substance which destroys germs

astronomy

the science of all heavenly bodies

atlas

a book of maps and charts

autobiography

a record of a person's life written by himself

autopsy

an examination of a dead body

avalanche

a mass ice tumbling down a mountain

bail

money required when a prisoner is temporarily released

bar code

a code in the form of lines which is printed on an object to identify it

barometer

an instrument for measuring the pressure of the atmosphere

bayonet

a short sword fixed to the end of a rifle

benign

not harmful

bibliography

a list of books on a particular subject

binoculars

an instrument which makes distant objects seem closer

biography

an account of a person's life written by someone else

botany

the study of plants

Braille

a system of writing and printing for the blind

breakfast

the first meal of the day

breakwater

a barrier to break the force of waves

briefcase

a flat case for carrying documents

brunch

a meal eaten in the late morning

cab/taxi (Brit.)

a vehicle licensed to transport passengers

calendar

a chart showing the days, weeks and months

camera

an instrument for taking photographs

carcass

the dead body of an animal

carnivore

an animal that eats flesh

cartoon

a humorous drawing

catalogue

a printed list of articles for sale

census

an official periodic count of the population

century

a period of a hundred years

cliché

an over-used phrase that has lost its interest

coffin

a chest in which a corpse is buried

comedy

a humorous play

commotion

a confused and noisy disturbance

constellation

a group of stars

corpse

the dead body of a human being

cremation

the disposal of a dead body by burning

curriculum

subjects that are studied or prescribed

crutches

metal poles that are designed to help you walk

dermatology

the study of skin disorders

destination

a place to which someone is traveling/travelling (Brit.)

dictionary

a book which shows the spelling and meanings of words

dinner

the main meal of the day (midday or evening)

dinosaur

a huge animal that lived millions of years ago

drought

no rain for a long period

emaciated

very thin because of illness or lack of food

endangered

animals in danger of extinction

endemic

a disease confined to a particular district

entomology

the study of insects

epidemic

a disease affecting many persons at the same place and time

erosion

the wearing away of the earth's surface by wind, water, etc.

escalator

a moving staircase

euthanasia

putting to death painlessly

expedition

a journey made for a special reason

glacier

a slow-moving mass of ice

graffiti

inscriptions or drawings on a surface

guarantee

a formal promise or assurance

gymkhana

a meeting for competition or display in horse riding

fauna

animals peculiar to a certain region

flora

plants and vegetation peculiar to a certain region

fossil

the remains or impression of a prehistoric plant or animal

frail

very weak (physically)

habitat

the natural home of plants or animals

hemorrhage/haemorrhage (Brit.)

bleeding heavily

hearse

a vehicle for taking dead bodies to the cemetery

herbivore

an animal that feeds on plants

heritage

that which has been inherited

hibernate

to spend the winter in a dormant state

Holocaust

The murder of Jews by the Nazi regime

holster

a leather case for a pistol

horizon

the line at which the earth and sky appear to meet

horizontal

from side to side (like the horizon)

horticulture

the art of cultivating and managing gardens

hovercraft

a vehicle that travels over land or water on a cushion of air

humus

decayed organic matter

hurricane

a storm with a violent wind

immune

free from infection

ingredients

food you use to prepare a dish

inhabitant

a person or animal that lives in a particular place or region

insecticide

a preparation for killing insects

insolvent

having insufficient money to pay one's debts

intestate

to die without leaving a will

inventory

a list of articles and their description

invertebrates

animals without backbones (spines)

irrigate

to supply land with water by artificial means

jet lag

extreme tiredness after a long flight

jet set

wealthy people who travel by air, frequently for pleasure

journal

a type of diary

kangaroo court

an improperly constituted or illegal court

kayak

a one-man Eskimo canoe

curb/kerb (Brit.)

the stone edging of a pavement

keyboard

a set of keys on a computer, piano, etc.

lagoon

water separated from the sea by a sandbank or reef

laptop

a portable microcomputer

lava

the molten matter which flows from a volcano

leap year

a year with 366 days

legacy

the property left to someone in a will

lexicography

the compiling of dictionaries

lifeguard

a person trained to help swimmers in danger

logo

a symbol that represents a company, city, team, etc.

lunch

a meal eaten in the middle of the day

maiden name

a wife's surname before marriage

malignant

harmful or cancerous

mammal

any warm-blooded animal who feeds her young with her own milk

manuscript

an author's handwritten or typed text

marathon

a long-distance running race

marionette

a puppet worked by strings

massacre

a general slaughter of people or animals

marsupials

animals which carry their young in a pouch

mathematics

the science of numbers

memento

an object kept as a reminder

memoirs

a written account of one's life

menu

a list of various items of food served at a meal

microbiology

the scientific study of microorganisms

microphone

an instrument for increasing the volume of the voice

microscope

an instrument which magnifies

millennium

a period of 1 000 years

mine

a place with deep holes or tunnels for extracting ores and minerals

mongrel

of mixed breed

monologue

a speech for or by only one person

monopoly

the exclusive right to buy or sell something

mummy

an ancient Egyptian dead body preserved and wrapped in cloth

mutton

the meat of sheep

nest

a place that a bird builds to lay eggs

octagon

a figure with eight sides

ore

rock from which metal is extracted

origami

the Japanese art of folding paper into shapes and figures

ornithology

the study of birds

pandemic

a disease affecting a wide area

parachute

an apparatus which enables a person to drop safely from an aircraft

parasite

a plant or animal living in or on another

pentagon

a figure with five sides

perennial

living for many years

periscope

an instrument for enabling persons inside a submarine to see objects above the surface of the water

pets

tame animals that are kept at home

pharaoh

an ancient Egyptian king

pork

the meat of a pig

portfolio

samples of an artist's work

porthole

a small window in a ship or airplane/aeroplane (Brit.)

predator

an animal preying on other animals

preface

an introduction to a book

premiere

the first performance or showing of a play or film

prognosis

forecasting the course of a disease

prologue

an introduction to a play, book, poem, etc.

psychology

the study of the human mind

public transport

buses, trains and taxis that anyone can pay to use

pulpit

a platform in a church on which the preacher stands

pyramids

large tombs built for Egyptian kings

quadruple

fourfold or having four parts

quarantine

confinement to one place to avoid the spread of infection

queue

a line of people

quota

limited share allotted to someone

radiology

the scientific study of X-rays

rehearsal

a trial performance

relatives

members of a family

respiration

a process by means of which plants and animals breathe

revenge

to want to punish people who hurt you

rodent

a gnawing animal

salary

a fixed regular payment made by an employer

semester

a half-year term at a university

septennial

lasting for seven years or recurring every seven years

septennium

a period of seven years

shack

a small house often built from wood and zinc

skeleton

all the bones of a dead person or animal

slogan

a short phrase that is used to advertise something

software

the programs and other operating information used by a computer

solo

a musical composition for one person

sombrero

a broad-brimmed felt or straw hat

spaceship

a spacecraft controlled by its crew

space shuttle

a rocket for repeated use between the earth and a space station

stampede

a sudden flight by animals or people

stereotype

commonly held idea of a group of people

subsidiary

a part of another business

suicide

the act of killing oneself

synopsis

a summary or outline

solar power

energy from the sun's light

speedometer

an instrument for measuring the speed of a vehicle

stethoscope

an instrument for listening to the sound of the heart and lungs

surveying

the art of measuring land

sword

a long sharp knife used for fighting

talented

able to do something well

tandem

a bicycle with two or more seats one behind another

technology

modern machines and equipment

telephone directory

book listing subscribers and telephone numbers

telescope

an instrument for seeing distant objects

textbook

a book for use in studying

thermometer

an instrument for measuring temperature

thriller

an exciting story or play involving crime

torpedo

a fast missile that travels under water

tourist

a person who travels for enjoyment

tragedy

a sad event or situation

trio

a set or group of three

trousseau

the clothes and linen collected by a bride

tunnel

an underground passage

veal

the meat of a calf

venison

the meat of a deer

vertebrates

animals with backbones (spines)

vertical

pointing upwards

virology

the study of viruses

wallet

small flat case for holding banknotes, etc.

yearling

an animal between one and two years old

zest

great interest or pleasure

zoo

a place where wild animals are kept for people to look at

zoology

the study of animals

50. BRITISH AND AMERICAN ENGLISH

Words spelt differently

1. British English words that end in **-our** change to **-or** in American English.

American English	British English	American English	British English
amor	amour	humor	humour
behavior	behaviour	labor	labour
color	colour	neighbor	neighbour
favorite	favourite	odor	odour
flavor	flavour	rumor	rumour
glamor	glamour	savior	saviour
harbor	harbour	splendor	splendour
honor	honour	vapor	vapour

Note:

Glamour is now accepted as an alternative spelling in American English.

2. British English verbs that end in **-ise/-ize** or **-yse** change to **-ise/-ize** or **-yze** in American English.

American English	British English	American English	British English
authorize	authoris(z)e	dramatize	dramatis(z)e
capitalize	capitalis(z)e	organize	organis(z)e
characterize	characteris(z)e	analyze	analyse
civilize	civilis(z)e	catalyze	catalyse
criticize	criticis(z)e	electrolyze	electrolyse
dramatize	dramatis(z)e	breathalyze	breathalyse
organize	organis(z)e	paralyze	paralyse

Note:

- In British English **-ise** or **-ize** may be used, but only **-yse** is correct.
- **Some words are the same in British and American English.** (advertise, advice (noun), advise (verb), device (noun), devise (verb), surprise, capsize, prize, seize, size)

3. British English words that end in **-re** end in **-er** in American English.

American English	British English	American English	British English
amphitheater	amphitheatre	liter	litre
caliber	calibre	louver	louvre
centimeter	centimetre	meter	metre
center	centre	millimeter	millimetre
fiber	fibre	specter	spectre
kilometer	kilometre	theater	theatre

4. When an ending that begins with a vowel is added to a British English word that ends with an **-l**, the **l** is doubled. In American English the **l** is not doubled.

American English	British English	American English	British English
canceled	cancelled	leveled	levelled
counselor	counsellor	marvelous	marvellous
equaled	equalled	modeling	modelling
fueled	fuelled	paneled	panelled
jeweler	jeweller	quareling	quarelling
jewelery	jewellery	woolen	woollen

5. Nouns that are spelt **-ence** in British English are spelt **-ense** in American English.

American English	British English	American English	British English
defense	defence	offense	offence
license	licence	pretense	pretence

6. The **ae** and **oe** in British English words change to **e** in American English.

American English	British English	American English	British English
anemia	anaemia	hemorrhage	haemorrhage
diarrhea	diarrhoea	leukemia	leukaemia
encyclopedia	encyclopaedia	maneuver	manoeuvre
fetus	foetus	estrogen	oestrogen
gynecology	gynaecology	pediatric	paediatric

7. Some British English words with one **l** get double **l**'s (**ll**) in American English.

American English	British English	American English	British English
appall	appal	fulfill	fulfil
distill	distil	skillful	skilful
enroll	enrol	willful	wilful

8. British English words that end in **-ogue** change to **-og** in American English.

American English	British English	American English	British English
dialog	dialogue	monolog(ue)	monologue
catalog	catalogue	prolog(ue)	prologue
epilog	epilogue	travelog(ue)	travelogue

Note:

In American English **-ogue** can also be used.

**More words that have different meanings or
different spellings**

absorbent cotton to curb

American English	British English	American English	British English
absorbent cotton	cotton wool	cell phone	mobile phone
acknowledgment	acknowledgement	check	cheque
airplane	aeroplane	check (restaurant)	bill
alligator clip	crocodile clip	checkers (game)	draughts
aluminum	aluminium	chips, potato chips	crisps
anise	aniseed	closet	cupboard/wardrobe
apartment	flat	clothespin	clothes peg
appetizer	starter	cocktail party	drinks party
ax	axe	cookie/cracker	biscuit
bachelor party	stag night	corn	maize
bachelorette party	hen night	cornstarch	cornflour
back pack	ruck sack	cotton candy	candyfloss
bangs (hair)	fringe	cotton swab	cotton bud
beet(s)	beetroot	counterclockwise	anticlockwise
busy (phone)	engaged	countertop	worktop
can	tin	cozy	cosy
candy	sweet(s)	crib	cot
candy apple	toffee apple	crosswalk	pedestrian/zebra crossing
candy store	sweet shop	curb	kerb (road)

detour to jelly beans

American English	British English	American English	British English
detour	diversion	flashlight	torch
dial tone	dialling tone	flexitime	flexitime
diaper	nappy	freight train	goods train
dish towel	tea towel	French fries	chips
doghouse	kennel	front desk	reception
draft	draught	game (sport)	match
drop cloth	dust sheet	gas, gasoline	petrol
drugstore	chemist	garbage can	dustbin
eggplant	aubergine	German Shepherd	Alsation
elementary school	junior school	gray	grey
emergency room	casualty	ground wire	earth wire
elementary school	junior school	hatrack	hatstand
elevator	lift	heavy cream	double cream
eraser	rubber	highway	motorway
expiration date	expiry date	hood (car)	bonnet
facecloth	flannel	hose (garden)	hosepipe
fall	autumn	installment plan	hire purchase
faucet	tap	inventory	stock
film/movie	film	jacket potato	baked potato
fire department	fire brigade	jelly beans	jelly babies

judgment to shade (window)

American English	British English	American English	British English
judgment	judgement	mustache	moustache
jump rope	skipping rope	overpass	flyover
jumper cable	jump lead	pajamas	pyjamas
ladybug	ladybird	pants	trousers
lawn bowling	bowls	pantyhose	tights
lawyer/attorney	solicitor	parking lot	car park
license plate	license plate/ registration plate	period	full stop
licorice	liquorice	potato chip	potato crisp
line	queue	plastic wrap	cling film
lumber	timber	Popsicle	ice lolly
mad	angry	program	programme
mail	post	public school	state school
mailbox	postbox/letter box	race car	racing car
mailman	postman	railroad	railway
mashed potatoes	mashed potato	robe, bathrobe	dressing gown
mom/mommy	mum/mummy	sandbox	sandpit
mortician	undertaker	sedan (car)	saloon
motorcycle	motorbike	self-rising flour	self-raising flour
movie theater	cinema	shade (window)	blind

shopping cart to zucchini

American English	British English	American English	British English
shopping cart	shopping trolley	truck	lorry
sidewalk	pavement	trunk (car)	boot
skim milk	skimmed milk	turn signal (car)	indicator
sneakers	trainers	turtleneck	polo neck
soccer	football	undershirt	vest
stovetop	hob	vacation	holiday
stroller	pram	veterinarian	veterinary surgeon
subway	underground	wall-to-wall carpeting	fitted carpet
sweater	jumper	wax paper	greaseproof paper
taxi stand	taxi rank	whiskey	whisky
thermos bottle	vacuum flask	windbreaker	windcheater
thumbtack	drawing pin	windshield	windscreen
tire	tyre	yard/lawn	garden
tow truck	breakdown van	zipper	zip
trash/garbage	rubbish	zucchini	courgette

Interesting to know:

In **British English**, the floor of a building which is level with the ground is called the ground floor. The floor above it is called the first floor.

In **American English**, the floor which is level with the ground is called the first floor, the floor above it is the second floor.

51. WORDS OFTEN CONFUSED

See also: Homophones

Alliterate and illiterate

Words which begin with the same sound alliterate.
if you can't read, you are illiterate.

All ready and already

Ann has packed and is all ready to leave.
She had already told her father of her plans.

Aloud and allowed

You have to read that sentence aloud.

Mother allowed the children to play outside .

Among and between

Divide the money among all the girls.
Decide between Sue and Ann.

Angel and angle

An angel has wings.

A square has four angles .

Anymore and any more

She is not scared of the dog anymore.
I don't want any more food.

Apart and a part

Can you tell the twins apart?
Tom took the computer apart to repair it.
Her father lives apart from her mother.
Jane wants to be a part of the red team.
He spent a part of his life overseas.

Ascent and assent

I was very tired after our ascent up the mountain.
Father gave his assent that Tom could go with us.

Benefactor and beneficiary

Joey was very thankful when her benefactor paid all her expenses.

Peter became very rich after his father passed away because he was the [sole](#) beneficiary.

Borrow and lend

May I **borrow** your book?

Mandy will **lend** me her pen.

Cacao and cocoa

We get cocoa seeds from a Cacao tree. Device

From the seeds cocoa powder is made.

Dairy and diary.

Milk comes from a **dairy**.

I write everything that happens in my **diary**.

Desert and dessert

It is hot and dry in a **desert**.

We eat **dessert** after our food.

Lay and lie

The hens **lay** eggs. (Yesterday the hens **laid** eggs.)

Mother and I always **lay** the table. (Mother and I always **laid** the table.)

You must not **lie** to me. (You **lied** to me yesterday.)

I **lie** under two blankets. (Yesterday I **lay** under two blankets.)

Learn and teach

I **learn** my work.

The teachers **teach** us in school.

Loose and lose

He has two **loose** teeth.

Do not **lose** your keys.

Of and off

I can't remember the name **of** the place.

The baby **fell** off the bed.

Switch **off** the kettle please.

Remind and remember

Please **remind** me to bring your book tomorrow.

I shall try to **remember** his birthday.

Stationary, stationery.

Be careful there is a stationary car at the side of the road.

She has to buy stationery at the book shop.

Voyage, cruise and journey.

A **voyage** is a long journey by sea or in space.

A **cruise** is a short journey by sea.

We undertake a **journey** by car, bus, train, etc.

52. USEFUL LITERARY TERMS

Alliteration

The repetition of the same consonant sound at the beginning of each or most of the words in a sentence.

- *Butter makes bread better.*

Ambiguity

When a word or a sentence can have more than one meaning.

- John hit the man with the bat. (Did John hit the man holding the bat or did he hit the man with the bat?)

Anecdote

A short, interesting description of an event.

Annotation

Annotations are comments, notes, or explanations that are added to a document.

Assonance

The repetition of vowel sounds in a sentence.

- *The wild cat can attack the man.*

Autobiography

The story of a person's life written by himself.

Biography

The story of a person's life written by someone else.

Blurb

A short description, that you find on the back of a book or online, to describe the contents of a book.

Brochure

A small booklet with information about specific topics; used to advertise something.

Caption

Words below a photo or picture to provide information about the picture.

Catchphrase

A phrase that captures attention.

Consonance

The repetition of consonant sounds in the middle or end of a word.

- *The black dog is at the back.*

Diaries

A diary is personal and describes the writer's experiences, feelings and thoughts.

Dialogue

A conversation between two or more people.

Draft

A draft is a rough, unfinished example of a letter or document.

Excerpt

A short piece taken from a longer piece of writing.

Fable

A short story, often about animals, that teaches a lesson or a moral.

Fairy tale

A fairy tale is a special kind of folk tale that has something magical in it. Many fairy tales deal with the struggle between good and evil.

Fiction

Writing that is not real, but imaginary.

Folktale

In the olden days people made up stories to explain natural events (like thunder) and these stories were told from generation to generation as though they were true.

Headline

The title of a newspaper report.

Hyperbole

A hyperbole is a deliberate exaggeration which is used to emphasize/emphasise (Brit.) something.

- *I read **thousands of books** last year.*
- *Mother will **kill me if I fail**.*

Jingle

A short, catchy song used in commercials.

Legend

A story from the past that is believed by many people but cannot be proved to be true.

It is sometimes based on a real event or person.

Monologue

A speech or composition presenting the words or thoughts of a single character.

Myth

A myth is a belief that is not true.

Non-fiction

Non-fiction is true happenings or facts.

Novel

A novel is a long, made-up story.

Onomatopoeia

This is when words sound like the sound they describe.

- *We heard a loud **bang** when he fired the gun.*
- *The ducks **quack**.*

Paragraph

A paragraph is a group of sentences with a main idea. It simplifies reading.

Personification

It is when you use human qualities to describe an animal, thing or idea.

- *The flowers are **begging** for water.*
- *She is pretty and the camera **loves** her.*

Review

A review is a person's personal opinion about a book, movie or show.

Rhyming words

Words that have similar sounds.(**cat — hat; feed — lead**)

Rhythm is a regular pattern of sounds

A tailor can **sew**
Old and **new**
A baker can **bake**
Bread and **cake**

Slogan

A short, clever phrase that is easy to remember. It is often used in advertisements.

Stanza

A verse of a poem.

Summary

A summary is a short description, just giving the main points.

Part II General knowledge

1. THE LARGEST MAMMALS OF THE WORLD



Blue whale blowing

1. Blue whale (*Balaenoptera musculus*) — 150 ton(s)
2. Elephant (*Loxodonta africana*) — 4–8 ton(s)
3. White rhinoceros (*Ceratotherium simum*) — 2–3 ton(s)
4. Hippopotamus (*Hippopotamus amphibius*) — 1–2 ton(s)
5. Black rhinoceros (*Diceros bicornis*) — 1–1.4 ton(s)

Note: A ton is equal to 2,000 pound(s) or about 907 kilogram(s)

2. SIGNS OF THE ZODIAC

Aquarius (The Man who Carries Water) — January 20–February 18

Pisces(The Fish) — February 19–March 20

Aries (The Ram) — March 21–April 19

Taurus (The Bull) — April 20–May 20

Gemini (The Twins) — May 21–June 20

Cancer (The Crab) — June 21–July 22

Leo (The Lion) — July 23–August 22

Virgo(The Maiden) — August 23–September 22

Libra (The Scales) — September 23–October 22

Scorpio (The Scorpion) — October 23–November 21

Sagittarius (The Centaur) — November 22–December 21

Capricorn (The Mountain Goat) — December 22–January 19

3. THE COLOR/COLOUR (BRIT.) SPECTRUM

White light can be separated into the following colo(u)rs when resolved as by a prism, spectroscope, raindrops, etc.

Violet

Indigo

Blue

Green

Yellow

Orange

Red

4. FAMOUS INVENTIONS

New inventions are made continuously. This is a selection of some well-known inventions.

Invention — Inventor/s, country, year

- Aërosol spray can — Erik Rotheim, Norway (1926)
- Air-conditioning — Willis Carrier, America (1911)
- Airplane/aeroplane (Brit.) — Orville and Wilbur Wright, America (1903)
- Airship — Count Ferdinand von Zeppelin, Germany (1900)
- Antibiotics — Alexander Fleming, Scotland (1928)
- Atomic bomb — Julius R. Oppenheimer, America (1940's)
- Bacteria — Antonie van Leeuwenhoek, The Netherlands (1683)
- Ball-point pen — John J. Loud, America (1888)
- Balloon, air — Jacques and Joseph Montgolfier, France (1783)
- Barbie doll — Ruth Handler, America (1959)
- Bar codes — Monarch Marketing, America (1970)
- Barometer — Evangelista Torricelli, Italy(1644)
- Bikini — Jacques Heim and Louis Réard, France (1946)
- Blender (Liquidiser/liquidizer both Brit.) — Stephen Poplawski, America (1922)
- Blood transfusion — Jean-Baptiste Denys, France (1652)
- Braille (writing) — Louis Braille, France(1829)
- Car (petrol) — Karl Benz, Germany (1885)
- Cat's eyes (road) — Percy Shaw, England (1934)
- CD (Compact disc) — Philips (The Netherlands), Sony (Japan) (1979–1983)
- CD-ROM — Philips (The Netherlands), Sony (Japan) (1985)
- Champagne — Dom Pérignon (France) (1670)
- Chemotherapy — G. Rosen, America (1964)
- Cloning (Dolly, the sheep) — Dr Ian Wilmut (Roslin Institute), Scotland (1997)
- Coca-Cola — John S. Pemberton, America (1886)
- Computer (electronic) — Alan Turing, England (1943)

Computer (personal) — Steve Jobs and Steve Wozniak, America (1978)
Contact lenses — Adolf E. Fick, Germany (1887)
Contact lenses (plastic) — Kevin Tuohy, Canada (1948)
Credit card — Ralph Schneider and Frank Mcnamara, America (1950)
Crossword puzzle — Arthur Wynne, America (1913)
Disposable nappies — Marion Donovan, America (1950)
DNA — Francis Crick and James Watson, England (1953)
Doorbell (electric) — Joseph Henry, America (1831)
Drive-in (bioscope) — Richard M. Hollingshead, America (1933)
Dynamite — Alfred Nobel, Switzerland (1867)
ECG — Willem Einthoven, The Netherlands (1903)
Electric lamp — Thomas Edison, America (1879)
Escalator — Jesse Reno, George A Wheeler Japan (1892)
Facebook — Mark Zuckerberg, America (2004)
Facelift — Eugene Hollander, Germany (1901)
Face transplant (total) — Dr Joan Barret, Spain (2010)
Glassware — Egypt and Mesopotamia (c. 1500 BC)
Google — Larry Page and Sergey Brin, America (1996)
Hallmark cards — Joyce and Rolly Hall, America (1910)
Heart transplant, human — Christiaan Barnard, South Africa (1976)
Helicopter — Etienne Oehmichen, France (1924) and Igor Sikorky America (1936)
Hot-air balloon — Jacques and Joseph Montgolfier, France (1783)
Instant coffee — G. Washington, Guatemala (1906)
Internet (WWW) — Tim Berners-Lee, England (1989–1991)
iPod and iPhone — Tony Fadell, Lebanese-American (2001)
Jeans — Levi-Strauss, German-American (1872)
Jigsaw puzzle — John Spilsbury, England (1767)
Kidney dialysis machine — Willem J. Kolff, The Netherlands (1985)
Knitting machine — William Lee, England (1589)
Laser (medical) — Theodore H. Maiman, America, based on the research of Gordon Guild in 1957, (1960)
Lawn-mower — Edwin B. Budding, England (1830)
Lawn-mower (Flymo) — Karl Dahlman, Switzerland (1963)
Lego — Godtfred Christiansen, Denmark (1958)
lift — Elisha G. Otis, America (1852)
Lipstick — Hazel Bishop, America (1949)

Locomotive — Richard Trevithick, England (1804)
Match (friction) — John Walker, England (1826)
McDonalds — Maurice and Richard McDonald, America (1948)
Microphone — **Emile Berliner, America (1876)**
Microwave oven — Percy LeBaron Spencer, America (1946)
Miniskirt — Mary Quant, England (1965)
Mobile phone/cell phone — Martin Cooper from Motorola, America (1973)
Monopoly — Charles Darrow, America (1933)
Morse code — Samuel F.B. Morse, America (1840)
Nuclear reactor — Enrico Fermi, Italy (1942)
Nylon stockings — Du Pont Company, America (1938)
Pacemaker, internal — Wilson Greatbatch, America (1986)
Panty hose — Allen Gant, America (1959)
Pasteurization/pasteurisation (Brit.) — Louis Pasteur, France (1860s)
Pepsi-Cola — Caleb Bradham, America (1898)
Petrol — Benjamin Silliman, America (1855)
Plastic — Alexander Parkes, England (1862)
Plastic, Bakelite — Leo Baekeland, America (1909)
Pressure-cooker — Denis Papin, France (1679)
Quantum theory — Max Planck, Germany (ca. 1900)
Radar — Dr Albert Taylor and Leo Young, America (1922)
Razor, electric — Col. Jacob Schick, America (1931)
Razor, safety — King C. Gillette, America (1895)
Rubik cube — Prof. Ernő Rubik, Hungary (1974)
Safety belt — Nils Bohlin, Sweden (1962)
Saggarine — Constantin Fahlberg, America (1879)
Scrabble — Alfred Butts, America (1948)
Sewing machine — Barthélemy Thimonnier, France (1830)
Sonar (medical) — Paul Langevin and M. Chilowski, America (1916)
Teflon — Ray J. Plunkett, American (1938)
Telephone — Guglielmo Marconi, Italy (theory, 1849) and Alexander Graham Bell America (1876)
Telescope — Hans Lippershey, The Netherlands (1608) and Sir Isaac Newton, England (1668)
Television — John Logie Baird, Scotland (1926)
Thermometer — Galileo Galilei, Italy (1593)
Tin-opener — William W. Lyman, America (1870)

Traffic light — Garret A. Morgan, America (1923)
Tupperware — Earl Silas Tupper, America (1945)
Umbrella (steel frame) — Samuel Fox, England (1852)
Velcro — Georges de Mestral, Switzerland (1948)
Washing machine, electric — Alva J. Fisher (Hurley Machine co.), America
1907
Wheel — Sumeria (c. 3500 BC)
Wheelchair, **folding, tubular steel** — Harry Jennings, America
(1932)
Writing — Sumeria (c. 3000 BC)
Whisky — John Cor, Scotland (1494)
X-ray — Wilhelm Röntgen, Germany (1895)
YouTube — Steve Chen, Chad Hurley and Jawed Karim, America (2005)
Zip fastener — Whitcomb Judson, America (1893)

5. PHOBIAS

(Abnormal fears)

Acrophobia — Heights
Agoraphobia — Open spaces
Ailourophobia — Cats
Akousticophobia — Sound
Algophobia — Pain
Amathophobia — Dust
Androphobia — Men
Anemophobia — Draughts
Anginophobia — Narrowness
Anthropophobia — Human beings
Apiphobia — Bees
Arachnophobia — Spiders
Astraphobia — Lightning
Atelophobia — Imperfection
Autophobia — Being alone
Bacilliphobia — Microbes
Barophobia — Gravity
Bathophobia — Depth
Batophobia — Walking
Batrachophobia — Reptiles
Belonephobia — Needles
Bibliophobia — Books
Blennophobia — Slime
Brontophobia — Thunder
Carcinophobia — Cancer
Cardiophobia — Heart conditions
Chaetophobia — Hair
Cheimatophobia — Cold
Chionophobia — Snow
Chrometophobia — Money
Chromophobia — Color/colour (Brit.)
Claustrophobia — Enclosed spaces

Clinophobia — Going to bed
Cynophobia — Dogs
Demonophobia — Demons
Demophobia — Crowds
Dendrophobia — Trees
Dermatophobia — Skin
Dikephobia — Justice
Dromophobia — Crossing streets
Eisoptrophobia — Mirrors
Elektrophobia — Electricity
Eleutherophobia — Freedom
Enetephobia — Pins
Entomophobia — Insects
Ergophobia — Work
Erythrophobia — Blushing
Gametophobia — Marriage
Gymnophobia — Nudity
Gynophobia — Women
Haematophobia — Blood
Haphephobia — Touching
Haptophobia — Touch
Harpaxophobia — Robbers
Hedonophobia — Pleasure
Heliophobia — Sun
Hippophobia — Horses
Hodophobia — Travel
Homichlophobia — Fog
Hydrophobia — Water
Hygrophobia — Dampness
Hypegiaphobia — Responsibility
Hypnophobia — Sleep
Hypsophobia — High places
Ideophobia — Ideas
Kleptophobia — Stealing
Koniphobia — Dust
Lalophobia — Speech
Linonophobia — String

Mechanophobia — Machinery
Metallophobia — Metals
Musicophobia — Music
Musophobia — Mice
Mysophobia — Dirt
Necrophobia — Corpses
Nelophobia — Glass
Nephophobia — Clouds
Nosophobia — Disease
Nyctophobia — Darkness, night
Ochlophobia — Crowds
Ochophobia — Vehicles
Odontophobia — Teeth
Ophiophobia — Snakes
Ornithophobia — Birds
Pantophobia — Everything
Pathophobia — Disease
Peccatophobia — Sinning
Pediculophobia — Lice
Peniaphobia — Poverty
Phagophobia — Swallowing
Pharmacophobia — Drugs
Phasmophobia — Ghosts
Phobophobia — Fears
Phonophobia — Noise, speaking aloud
Photophobia — Strong light
Phyllophobia — Leaves
Pnigerophobia — Smothering
Pogonophobia — Beards
Poinophobia — Punishment
Pteronophobia — Feathers
Pyrophobia — Fire
Satanophobia — Satan
Scholionophobia — School
Sciophobia — Shadows
Siderodromophobia — Traveling/travelling (Brit.) by train
Siderophobia — Stars

Sitophobia — Food
Spermophobia, Spermatophobia — Germs
Stasophobia — Standing
Stygiophobia, Hadeophobia — Hell
Tachophobia — Speed
Taphophobia — Burial alive
Teratophobia — Monsters
Terdekaphobia, Triskaidekaphobia, Number thirteen
Thalassophobia — Sea
Thanatophobia — Death
Theophobia — God
Thermophobia — Heat
Thixophobia — Touching
Toxiphobia — Poison
Traumatophobia — Wounds, injury
Tremophobia — Trembling
Trypanophobia — Inoculations, injections
Xenophobia, Zenophobia — Foreigners
Zoophobia — Animals

6. VENUES OF THE MODERN **OLYMPIC GAMES** **(The Summer Games)**



1. 1896 — Athens, Greece
2. 1900 — Paris, France

3. 1904 — St Louis, USA
4. 1906 — Athens, Greece (A celebration to mark the tenth anniversary of the Modern Olympic Games. Officially intercalated but is not numbered.)
5. 1908 — London, England
6. 1912 — Stockholm, Sweden
7. 1916 — Berlin, Germany (Not held due to war)
8. 1920 — Antwerp, Belgium
9. 1924 — Paris, France
10. 1928 — Amsterdam, Netherlands
11. 1932 — Los Angeles, USA
12. 1936 — Berlin, Germany
13. 1940 — Tokyo, then Helsinki (Not held due to war.)
14. 1944 — London, England (Not held due to war.)
15. 1948 — London, England
16. 1952 — Helsinki, Finland
17. 1956 — Melbourne, Australia
18. 1960 — Rome, Italy
19. 1964 — Tokyo, Japan
20. 1968 — Mexico City, Mexico
21. 1972 — Munich, Germany
22. 1976 — Montreal, Canada
23. 1980 — Moscow, Russia
24. 1984 — Los Angeles, USA
25. 1988 — Seoul, South Korea
26. 1992 — Barcelona, Spain
27. 1996 — Atlanta, USA
28. 2000 — Sydney, Australia
29. 2004 — Athens, Greece
30. 2008 — Beijing, China
31. 2012 — London, England
32. 2016 — Rio de Janeiro, Brazil
33. 2020 — Tokyo, Japan

7. GREEK GODS AND GODDESSES

Adonis — God of vegetation and rebirth
Aeolus — God of the winds
Alphito — Barley goddess of Argos
Aphrodite — Goddess of love and beauty
Apollo — God of prophecy, music and medicine
Ares — God of war
Arethusa — Goddess of springs and fountains
Artemis — Goddess of chastity and hunting
Asclepius — God of healing
Athena — Goddess of prudence and wise council; protectress of Athens
Atlas — A Titan who holds up the earth
Attis — — God of vegetation
Boreas — God of the north wind
Cronus — Father of the god Zeus
Cybele — Goddess of the earth
Demeter — Goddess of the harvest, agriculture
Dionysus — God of wine and the good life
Eos — Goddess of the dawn
Eros — God of love
Gaia — Goddess of the earth
Ganymede — God of rain
Hebe — Goddess of youth and spring
Hecate — Goddess of the moon, witchcraft and magical rites
Helios — God of the sun
Hera — Goddess of the sky, power and riches
Hermes — God of trade and travellers, luck, wealth and dreams
Hestia — Goddess of fire
Hypnos — God of sleep
Iris — Goddess of the rainbow
Morpheus — God of dreams
Nemesis — Goddess of vengeance
Nereus — God of the sea
Nike — Goddess of victory

Oceanus — Ruler of the sea

Pan — God of male sexuality and of herds

Persephone — Goddess of the underworld and of spring

Pluto — God of the underworld

Poseidon — God of the sea

Prometheus — God of creation

Rhea — The original mother goddess; wife of Cronus

Selene — Goddess of the moon

Thanatos — God of death

Zeus — The overlord of the Olympian gods and goddesses; god of the sky and all its properties

8. ROMAN GODS AND GODDESSES

Bellona — Goddess of war
Ceres — Goddess of agriculture, fruits of the earth
Consus — God of seed sowing
Cupid — God of love
Diana — Goddess of fertility and hunting
Dis Pater — God of the underworld
Egria — Goddess of fountains and childbirth
Epona — Goddess of horses
Fauna — Goddess of fertility and herds
Faunus — God of crops and herds
Feronia — Goddess of spring flowers
Fides — God of honesty
Flora — Goddess of fruitfulness and flowers
Fortuna — Goddess of chance and fate
Genius — Protective god of individuals, groups and the state
Janus — God of entrances, travel and the dawn
Juno — Goddess of marriage, childbirth and light
Jupiter — God of the sky and its attributes (sun, moon, thunder, rain, etc.)
Liber Pater — God of agricultural and human fertility
Libitina — Goddess of funeral rites
Maia — Goddess of fertility
Mars — God of war and agriculture
Mercury — The messenger god; also god of merchants
Minerva — Goddess of war, craftsmen and education
Mithras — The sun god; god of regeneration
Neptune — God of the sea
Ops — Goddess of the harvest
Orcus — God of death
Pales — Goddess of flocks
Penates — God of food and drink
Picus — God of agriculture
Pomona — Goddess of fruit trees
Portunus — God of husbands

Rumina — Goddess of nursing mothers
Saturn — God of the vine and of working men
Silvanus — God of trees and forests
Venus — Goddess of spring and gardens (later goddess of love)
Vertumnus — God of fruit trees
Vesta — Goddess of fire
Victoria — Goddess of victory
Vulcan — God of fire and thunderbolts

9. CONVERSION TABLES

Length

Conversion from: — To — Multiply with:

Inch — Centimeter/centimetre (Brit.) — 2,54

Foot — Meter/etre (Brit.) — 0,3048

Yard — Meter/etre (Brit.) — 0,9144

Mile — Kilometer/kilometre (Brit.) — 1,6093

Centimeter/centimetre (Brit.) — Inch — 0,3937

Meter/etre (Brit.) — Foot — 3,2808

Meter/etre (Brit.) — Yard — 1,0936

Kilometer/kilometre (Brit.) — Mile — 0,6214

Volume

Conversion from: — To — Multiply with:

Cubic inch — Cubic centimeter/centimetre (Brit.) — 16,3871

Cubic foot — Cubic meter/etre (Brit.) — 0,0283

Cubic yard — Cubic meter/etre (Brit.) — 0,7646

Cubic centimeter/centimetre (Brit.) — Cubic inch — 0,6102

Cubic meter/etre (Brit.) — Cubic foot — 35,3147

Cubic meter/etre (Brit.) — Cubic yard — 1,308

Area

Conversion from: — To — Multiply with:

Square inch — Square centimeter/centimetre (Brit.) — 6,4516

Square foot — Square meter/etre (Brit.) — 0,0929

Square yard — Square meter/etre (Brit.) — 0,8361

Acre — Hectare — 0,4047

Square mile — Square kilometer/kilometre (Brit.) — 2,59

Square centimeter/centimetre (Brit.) — Square inch — 0,155

Square meter/etre (Brit.) — Square foot — 10,7639

Square meter/metre (Brit.) — Square yard — 1,196

Hectare — Acre — 2,4711

Square kilometer/kilometre (Brit.) — Square mile — 0,3861

Mass

Conversion from: — To — Multiply with:

Ounce — Gram — 28,3495

Pound — Kilogram — 0,4536

Stone — Kilogram — 6,3503

Ton (imperial) — Metric ton — 1,0161

Gram — Ounce — 0,0353

Kilogram — Pound — 2,2046

Kilogram — Stone — 0,1575

Metric ton — Ton (imperial) — 0,9842

Speed

Conversion from: — To — Multiply with:

Miles per hour — Kilometer/kilometre (Brit.) per hour — 1,6093

Miles per hour — Meter/metre (Brit.) per second — 0,447

Kilometer/kilometre (Brit.) per hour — Miles per hour — 0,6214

Meter/metre per second — Miles per hour — 2,237

Foot per second — Miles per hour — 0,6818

10. IMPORTANT CAPITAL CITIES

Country — Capital

Afghanistan — Kabul

Akrotiri and Dhekelia — Episkopi Cantonment

Albania — Tirana

Algeria — Algiers

American Samoa — Pago Pago

Andorra — Andorra-la-Vella

Angola — Luanda

Anguilla — The Valley

Antigua and Barbuda — St John's

Argentina — Buenos Aires

Armenia — Yerevan

Aruba — Oranjestad

Australia — Canberra

Austria — Vienna

Azerbaijan — Baku

Bahamas, The — Nassau

Bahrain — Manama

Bangladesh — Dhaka

Barbados — Bridgetown

Belgium — Brussels

Belize — Belmopan

Benin — Porto-Novo

Bermuda — Hamilton

Bhutan — Thimphu

Bolivia — Sucre (constitutional), La Paz (administrative)

Bosnia and Herzegovina — Sarajevo

Botswana — Gaborone

Brazil — Brasilia

British Virgin Islands — Road Town

Brunei — Bandar Seri Begawan

Bulgaria — Sofia

Burkina Faso — Ouagadougou

Burundi — Bujumbura
Cambodia — Phnom Penh
Cameroon — Yaoundé
Canada — Ottawa
Cape Verde Cabo — Praia
Cayman Islands, The — George Town
Central African Republic — Bangui
Chad — N'Djamena
Chile — Santiago
China — Beijing
Christmas Island — The Settlement
Cocos (Keeling) Islands, The — West Island
Colombia — Bogotá
Comoros, The — Moroni
Congo, Democratic Republic of — Kinshasa
Congo, Republic of — Brazzaville
Cook Islands, The — Avarua
Costa Rica — San José
Cote d'Ivoire (Ivory Coast) — Yamoussoukro
Croatia — Zagreb
Cuba — Havana
Curacao — Willemstad
Cyprus — Nicosia
Czechia (Czech Republic) — Prague
Denmark — Copenhagen
Djibouti — Djibouti
Dominica — Roseau
Dominican Republic — Santo Domingo
Ecuador — Quito
Egypt — Cairo
El Salvador — San Salvador
England — London
Equatorial Guinea — Malabo
Eritrea — Asmara
Estonia — Tallinn
Ethiopia — Addis Ababa
Falkland Islands, The — Port Stanley

Faroe Islands, The — Torshavn
Fiji — Suva
Finland — Helsinki
France — Paris
French Guiana — Cayenne
French Polynesia — Papeete
Gabon — Libreville
Gambia — Banjul
Georgia — Tbilisi
Germany — Berlin
Ghana — Accra
Gibraltar — Gibraltar
Greece — Athens
Greenland — Nuuk
Grenada — St George's
Guadeloupe — Basse-Terre
Guam — Hagatna
Guatemala — Guatemala City
Guernsey — St Peter Port
Guinea — Conakry
Guinea-Bissau — Bissau
Guyana — Georgetown
Haiti — Port-au-Prince
Honduras — Tegucigalpa
Hong Kong — Victoria
Hungary — Budapest
Iceland — Reykjavik
India — New Delhi
Indonesia — Djakarta
Iran — Teheran
Iraq — Baghdad
Ireland — Dublin
Isle of Man, The — Douglas
Israel — Jerusalem
Italy — Rome
Jamaica — Kingston
Japan — Tokyo

Jersey — St Helier
Jordan — Amman
Kazakhstan — Astana
Kenya — Nairobi
Kiribati — Tarawa
Kuwait — Kuwait City
Kyrgyzstan — Bishkek
Laos — Vientiane
Latvia — Riga
Lebanon — Beirut
Lesotho — Maseru
Liberia — Monrovia
Libya — Tripoli
Liechtenstein — Vaduz
Lithuania — Vilnius
Luxembourg — Luxembourg
Macedonia — Skopje
Madagascar — Antananarivo
Malawi — Lilongwe
Malaysia — Kuala Lumpur
Maldives, The — Malé
Mali — Bamako
Malta — Valletta
Man, The Isle of — Douglas
Marshall Islands, The — Majuro
Martinique — Fort-de-France
Mauritania — Nouakchott
Mauritius — Port Louis
Mexico — Mexico City
Micronesia, Federated states of — Palikir
Moldova — Chisinau
Monaco — Monaco
Mongolia — Ulan Bator
Montenegro — Podgorica
Morocco — Rabat
Mozambique — Maputo
Myanmar (Burma) — Naypyidaw (previously Yangon)

Namibia — Windhoek
Nauru — No official capital
Nepal — Kathmandu
Netherlands, The — Amsterdam
New Caledonia — Nouméa
New Zealand — Wellington
Nicaragua — Managua
Niger — Niamey
Nigeria — -Abuja
Niue — Alofi
Norfolk Island — Kingston
Northern Ireland — Belfast
Northern Mariana Islands, The — Saipan
North Korea — Pjongjang
Norway — Oslo
Oman — Muscat
Pakistan — Islamabad
Palau — Ngerulmud
Panama — Panama City
Papua New Guinea — Port Moresby
Paraguay — Asunción
Peru — Lima
Phillipines, The — Manila
Pitcairn Islands, The — Adamstown
Poland — Warsaw
Portugal — Lisbon
Puerto Rico — San Juan
Qatar — Doha
Réunion — St Denis
Romania — Bucharest
Russia — Moscow
Rwanda — Kigali
Samoa — Apia
San Marino — San Marino City
Sao Tome and Principe — Sao Tome
Saudi Arabia — Riyadh
Scotland — Edinburgh

Senegal — Dakar
Serbia — Belgrade
Seychelles, The — Victoria
Sierra Leone — Freetown
Singapore — Singapore
Slovakia — Bratislava
Slovenia — Ljubljana
Solomon Islands, The — Honiara
Somalia — Mogadishu
South Africa — Pretoria (administrative), Cape Town (legislative),
Bloemfontein (judicial)
South Korea — Seoul
South Sudan — Juba
Spain — Madrid
Sri Lanka — Colombo
St Barthélemy — Gustavia
St Helena, Ascension and Tristan da Cunha — Jamestown
St Kitts and Nevis — Basseterre
St Lucia — Castries
St Maartin — Philipsburg
St Martin — Marigot
St Pierre and Miquelon — St Pierre
St Vincent and the Grenadines — Kingstown
Sudan — Khartoum
Suriname — Paramaribo
Svalbard — Longyearbyen
Swaziland — Mbabane
Sweden — Stockholm
Switzerland — Bern
Syria — Damascus
Taiwan — Taipei
Tajikistan — Dushanbe
Tanzania — Dodoma
Thailand — Bangkok
Timor-Leste — Dili
Togo — Lomé
Tokelau — Each atoll has its own administrative center/centre (Brit.)

Tonga — Nuku'alofa
Trinidad and Tobago — Port-of-Spain
Tunisia — Tunis
Turkey — Ankara
Turkmenistan — Ashgabat
Turks and Caicos Islands, The — Cockburn Town
Tuvalu — Funafuti
Uganda — Kampala
Ukraine — Kiev
United Arab Emirates — Abu Dhabi
United Kingdom — London
United States (U.S.) — Washington D.C.
Wales — Cardiff
Uruguay — Montevideo
Uzbekistan — Tashkent
Vanuatu — Port-Vila
Vatican City — Vatican City
Venezuela — Caracas
Vietnam — Hanoi
Virgin Islands, The — Charlotte Amalie
Wales — Cardiff
Wallis and Futuna Islands, The — Mata-Utu
Western Sahara — El Aaiún
Yemen — Sanaa
Zambia — Lusaka
Zimbabwe — Harare

11. THE STATES AND CAPITALS OF **THE UNITED STATES**

(There are 50 states)

State — Capital

Alabama — Montgomery
Alaska — Juneau
Arizona — Phoenix
Arkansas — Little Rock
California — Sacramento
Colorado — Denver
Connecticut — Hartford
Delaware — Dover
Florida — Tallahassee
Georgia — Atlanta
Hawaii — Honolulu
Idaho — Boise
Illinois — Springfield
Indiana — Indianapolis
Iowa — Des Moines
Kansas — Topeka
Kentucky — Frankfort
Louisiana — Baton Rouge
Maine — Augusta
Maryland — Annapolis
Massachusetts — Boston
Michigan — Lansing
Minnesota — St. Paul
Mississippi — Jackson
Missouri — Jefferson City
Montana — Helena
Nebraska — Lincoln
Nevada — Carson City
New Hampshire — Concord

New Jersey — Trenton
New Mexico — Santa Fe
New York — Albany
North Carolina — Raleigh
North Dakota — Bismarck
Ohio — Columbus
Oklahoma — Oklahoma City
Oregon — Salem
Pennsylvania — Harrisburg
Rhode Island — Providence
South Carolina — **Columbia**
South Dakota — **Pierre**
Tennessee — **Nashville**
Texas — **Austin**
Utah — **Salt Lake City**
Vermont — **Montpelier**
Virginia — **Richmond**
Washington — **Olympia**
West Virginia — **Charleston**
Wisconsin — **Madison**
Wyoming — **Cheyenne**

12. IMPORTANT CURRENCIES

Country — Currency.

Afganistan — afghani (100 puls)
Albania — lek (100 qindars)
Algeria — dinar (100 centimes)
Andorra — euro (100 cents)
Angola — kwanza (100 lweis)
Argentina — peso (100 centavos)
Australia — dollar (100 cents)
Austria — euro (100 cents)
Bahamas — dollar (100 cents)
Bahrain — dinar (1 000 fils)
Bangladesh — taka (100 paise)
Barbados — dollar (100 cents)
Belgium — euro (100 cents)
Belize — dollar (100 cents)
Benin — franc (100 centimes)
Bermuda — dollar (100 cents)
Bolivia — boliviano (100 centavos)
Botswana — pula (100 thebe)
Brazil — real (100 centavos)
Brunei — dollar (100 cents)
Bulgaria — lev (100 stotinki)
Burundi — franc (100 centimes)
Cameroon — franc (100 centimes)
Canada — dollar (100 cents)
Cayman Islands — dollar (100 cents)
Chile — peso (100 centavos)
Central African Republic — franc (100 centimes)
Chad — franc (100 centimes)
China — yuan (10 jiao, 100 fen)
Colombia — peso (100 centavos)
Congo — franc (100 centimes)
Costa Rica — colon (100 centimos)

Cote d'Ivoire (Ivory Coast) — franc (100 centimes)
Cuba — peso (100 centavos)
Cyprus (Greek) — euro (100 cents)
Cyprus, (Turkish) — lira(100 kurus)
Czech Republic — koruna (100 haleru)
Democratic Republic of the Congo — zaire (100 makuta)
Denmark — krone (100 ore)
Djibouti — franc (100 centimes)
Dominican Republic — peso (100 centavos)
Ecuador — sucre (100 centavos)
Egypt — pound (100 piastres)
El Salvador — colon (100 centavos)
England — pound (100 pennies/pence)
Ethiopia — birr (100 cents)
Fiji — dollar (100 cents)
Finland — euro (100 cents)
France — euro (100 cents)
Gabon — franc (100 centimes)
Gambia — dalasi (100 bututs)
Germany — euro (100 cents)
Ghana — cedi (100 pesewas)
Gibraltar — pound (100 pence)
Greece — euro (100 cents)
Guatemala — quetzal (100 centavos)
Guinea — franc (100 centimes)
Guyana — dollar(100 cents)
Haiti — gourde (100 centimes)
Honduras — lempira (100 centavos)
Hong Kong — dollar (100 cents)
Hungary — forint (100 fillér)
Iceland — krona (100 aurar)
India — rupee (100 paise)
Indonesia — rupiah (100 sen)
Iran — rial (100 dinars)
Iraq — dinar (1 000 fils)
Ireland — euro (100 cents)
Israel — shekel (100 agorot)

Italy — euro (100 cents)
Jamaica — dollar (100 cents)
Japan — yen (100 sen)
Jordan — dinar (1 000 fils)
Kenya — shilling (100 cents)
Kuwait — dinar (1 000 fils)
Laos — kip (100 ats)
Lebanon — pound (100 piastres)
Lesotho — loti (100 lisente)
Liberia — dollar (100 cents)
Libya — dinar (1 000 dirhams)
Liechtenstein — franc (Swiss) (100 centimes)
Luxembourg — euro (100 cents)
Madagascar — franc (100 centimes)
Malawi — kwacha (100 tambala)
Malaysia — dollar (ringgit) (100 cents)
Maldives, The — rufiyaa (100 laris)
Malta — euro (100 cents)
Mauritania — ouguiya (5 khoums)
Mauritius — rupee (100 cents)
Mexico — peso (100 centavos)
Monaco — euro (100 cents)
Morocco — dirham (100 centimes)
Mozambique — metical (100 centavos)
Myanmar (Burma) — kyat (100 pyas)
Namibia — dollar (100 cents)
Nepal — rupee (100 paisa)
Netherlands — euro (100 cents)
New Zealand — dollar (100 cents)
Nicaragua — córdoba (100 centavos)
Niger — franc (100 centimes)
Nigeria — naira (100 kobo)
North Korea — won (100 chon)
Norway — krone (100 ore)
Oman — rial (1,000 baiza)
Pakistan — rupee (100 paisas)
Panama — balboa (100 centésimos)

Paraguay — guarani (100 céntimos)
Peru — nuevo sol (100 céntimos)
Philippines — peso (100 centavos)
Poland — zloty (100 groszy)
Portugal — euro (100 cents)
Qatar — riyal (100 dirhams)
Russia — r(o)uble (100 copecks)
Romania — leu (100 bani)
Saudi Arabia — riyal (100 dirhams)
Senegal — franc (100 centimes)
Seychelles, The — rupee(100 cents)
Serbia — dinar (100 paras)
Sierra Leone — leone (100 cents)
Singapore — dollar (100 cents)
Slovakia — euro (100 cents)
Slovenia — euro (100 cents)
South Africa — rand (100 cents)
South Korea — won (100 jeon)
Spain — euro (100 cents)
Sri Lanka — rupee (100 cents)
Sudan — pound (100 dinars)
Suriname — dollar (100 cents)
Swaziland — lilangeni (100 cents)
Sweden — krona (100 ore)
Switzerland — franc (100 centimes)
Syria — pound (100 piastres)
Taiwan — dollar (100 cents)
Tanzania — shilling (100 cents)
Thailand — baht (100 satangs)
Trinidad and Tobago — dollar (100 cents)
Tunisia — dinar (1 000 millimes)
Turkey — lira (100 kurus)
Uganda — shilling (100 cents)
United Kingdom — pound (100 pennies/pence)
United States — dollar (100 cents)
Uruguay — peso (100 centésimos)
Vatican City— euro (100 cents)

Venezuela — bolivar (100 céntimos)

Vietnam — dong (100 xu)

Western Samoa — tala (100 sene)

Yugoslavia — dinar (100 paras)

Zambia — kwacha (100 ngwee)

13. THE EURO (€)

- On 1 January 2002 the euro banknotes and coins were introduced in 12 member states of the European Union.
- It is the largest monetary changeover the world has ever seen.
- The participating states were: Austria, Belgium, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal and Spain.
- The coins have one side common to all the countries and a reverse side which differ in every country.
- The banknotes are similar throughout the euro area .
- Today the euro is one of the world's most powerful currencies.
- Not all of the member countries (27) of the EU use the euro as their currency.
- Some countries that are **not** members of the EU use the euro as their currency.
- The collective noun for countries that use the euro (18) is the Eurozone.

14. AMERICAN PRESIDENTS

F — Federalist

DR — Democratic-Republican

D — Democratic

W — Whig

R — Republican

U — Union

Name/Party — Term

1. George Washington (F) — (1789–1797)
2. John Adams (F) — (1797–1801)
3. Thomas Jefferson (DR) — (1801–1809)
4. James Madison (DR) — (1809–1817)
5. James Monroe (DR) — (1817–1825)
6. John Quincy Adams (DR) — (1825–1829)
7. Andrew Jackson (D) — (1829–1837)
8. Martin van Buren (D) — (1837–1841)
9. William H. Harrison (W) — (March–April 1841)
10. John Tyler (W) — (1841–1845)
11. James K. Polk (D) — (1845–1849)
12. Zachary Taylor (W) — (1849–1850)
13. Millard Fillmore (W) — (1850–1853)
14. Franklin Pierce (D) — (1853–1857)
15. James Buchanan (D) — (1857–1861)
16. Abraham Lincoln (R) — (1861–1865)
17. Andrew Johnson (U) — (1865–1869)
18. Ulysses S. Grant (R) — (1869–1877)
19. Rutherford B. Hayes (R) — (1877–1881)
20. James A. Garfield (R) — (March–April 1881)
21. Chester A. Arthur (R) — (1881–1885)
22. Grover S. Cleveland (D) — (1885–1889)
23. Benjamin Harrison (R) — (1889–1893)
24. Grover S. Cleveland (D) — (1893–1897)
25. William McKinley (R) — (1897–1901)

26. Theodore Roosevelt (R) — (1901–1909)
27. William H. Taft (R) — (1909–1913)
28. Woodrow Wilson (D) — (1913–1921)
29. Warren G. Harding (R) — (1921–1923)
30. Calvin Coolidge (R) — (1923–1929)
31. Herbert C. Hoover (R) — (1929–1933)
32. Franklin D. Roosevelt (D) — (1933–1945)
33. Harry S. Truman (D) — (1945–1953)
34. Dwight D. Eisenhower (R) — (1953–1961)
35. John F. Kennedy (D) — (1961–1963)
36. Lyndon B. Johnson (D) — (1963–1969)
37. Richard M. Nixon (R) — (1969–1974)
38. Gerald R. Ford (R) — (1974–1977)
39. James E. (Jimmy) Carter (D) — (1977–1981)
40. Ronald W. Reagan (R) — (1981–1989)
41. George H. W. Bush (R) — (1989–1993)
42. William J. (Bill) Clinton (D) — (1993–2001)
43. George W. Bush (R) — (2001–2009)
44. Barack Obama (D) — (2009–2017)
45. Donald Trump (R) — (2017–)

The White House



- It is the official residence and workplace of the President of the United States.
- The White House is located at 1600 Pennsylvania Avenue NW in Washington D.C.
- The White House was designed John Adams in 1800.
- It has been the residence of all the presidents since John Adams.
- The term "White House" is often used when referring to the president and his advisors.

15. BRITISH PRIME MINISTERS

Lab — Labour

C — Conservative

W — Whig

T — Tory

Co — Coalition

P — Peelite

L — Liberal

Name/Party — Term

1. Sir Robert Walpole (W) — (1721–1742)
2. Earl of Wilmington (W) — (1742–1743)
3. Henry Pelham (W) — (1743–1754)
4. Duke of Newcastle (W) — (1754–1756)
5. Duke of Devonshire (W) — (1756–1757)
6. Duke of Newcastle (W) — (1757–1762)
7. Earl of Bute (T) — (1762–1763)
8. George Grenville (W) — (1763–1765)
9. Marquess of Rockingham (W) — (1765–1766)
10. Earl of Chatham (W) — (1766–1767)
11. Duke of Grafton (W) — (1767–1770)
12. Lord North (T) — (1770–1782)
13. Marquess of Rockingham (W) — (1782)
14. Earl of Shelburne (W) — (1782–1783)
15. Duke of Portland (Co) — (1783)
16. William Pitt (T) — (1783–1801)
17. Henry Addington (T) — (1801–1804)
18. William Pitt (T) — (1804–1806)
19. Lord Grenville (W) — (1806–1807)
20. Duke of Portland (T) — (1807–1809)
21. Spencer Perceval (T) — (1809–1812)
22. Earl of Liverpool (T) — (1812–1827)
23. George Canning (T) — (1827)
24. Viscount Goderich (T) — (1827–1828)

25. Duke of Wellington (T) — (1828–1830)
26. Earl Grey (W) — (1830–1834)
27. Viscount Melbourne (W) — (1834)
28. Sir Robert Peel (T) — (1834–1835)
29. Viscount Melbourne (W) — (1835–1841)
30. Sir Robert Peel (T) — (1841–1846)
31. Lord John Russell (W) — (1846–1852)
32. Earl of Derby (T) — (1852)
33. Earl of Aberdeen (P) — (1852–1855)
34. Viscount Palmerson (L) — (1855–1858)
35. Earl of Derby (C) — (1858–1859)
36. Viscount Palmerson (L) — (1859–1865)
37. Earl Russell (L) — (1865–1866)
38. Earl of Derby (C) — (1866–1868)
39. Benjamin Disraeli (C) — (1868)
40. William Gladstone (L) — (1868–1874)
41. Benjamin Disraeli (C) — (1874–1880)
42. William Gladstone (L) — (1880–1885)
43. Marquess of Salisbury (C) — (1885–1886)
44. William Gladstone (L) — (1886)
45. Marquess of Salisbury (C) — (1886–1892)
46. William Gladstone (L) — (1892–1894)
47. Earl of Rosebery (L) — (1894–1895)
48. Marquess of Salisbury (C) — (1895–1902)
49. Arthur Balfour (C) — (1902–1905)
50. Sir Henry Campbell-Bannerman (L) — (1905–1908)
51. Herbert Asquith (L) — (1908–1915)
52. Herbert Asquith (Co) — (1915–1916)
53. David Lloyd-George (Co) — (1916–1922)
54. Andrew Bonar Law (C) — (1922–1923)
55. Stanley Baldwin (C) — (1923–1924)
56. James Ramsay MacDonald (Lab) — (1924)
57. Stanley Baldwin (C) — (1924–1929)
58. James Ramsay MacDonald (Lab) — (1929–1931)
59. James Ramsay Macdonald (Co) — (1931–1935)
60. Stanley Baldwin (Co) — (1935–1937)
61. Neville Chamberlain (Co) — (1937–1940)

62. Winston Churchill (Co) — (1940–1945)
63. Winston Churchill (C) — (1945)
64. Clement Attlee (Lab) — (1945–1951)
65. Sir Winston Churchill (C) — (1951–1955)
66. Sir Anthony Eden (C) — (1955–1957)
67. Harold Macmillan (C) — (1957–1963)
68. Sir Alec Douglas-Home (C) — (1963–1964)
69. Harold Wilson (Lab) — (1964–1970)
70. Edward Heath (C) — (1970–1974)
71. Harold Wilson (Lab) — (1974–1976)
72. James Callaghan (Lab) — (1976–1979)
73. Margaret Thatcher (C) — (1979–1990)
74. John Major (C) — (1990–1997)
75. Tony Blair (Lab) — (1997–2007)
76. Gordon Brown (Lab.) — (2007–2010)
77. David Cameron (C) — (2010–2016)
78. Theresa May (C) — (2016–)

10 Downing Street



- 10 Downing Street is the official residence and the office of the British Prime Minister since 1735.
- Margaret Thatcher was Britain's first female prime minister.

16 IMPORTANT CURRENT WORLD LEADERS

Country — Leader

Australia — Prime Minister Malcolm Turnbull (2015–)

Canada — Prime Minister Justin Trudeau (2015–)

China — Premier Li Keqiang (2014–)

France — President Emmanuel Macron (2017–)

Germany — Chancellor Angela Merkel (2005–)

Greece — President Prokopis Pavlopoulos (2015–)

India — President Pranab Mukherjee (2012–)

Ireland — President Enda Kenny (2011–)

Italy — President Sergio Mattarella (2015–)

Netherlands, The — Prime Minister Mark Rutte (2010–)

New Zealand — Prime Minister John Key (2008–)

Russia — President Vladimir Putin (2012–)

South Africa — President Jacob Zuma (2009–)

United Kingdom — Prime Minister Theresa May (2016–)

United States — President Donald Trump (2017–)

17. THE NATIONAL ANTHEM OF THE UNITED STATES

(The Star-Spangled Banner)

The last three verses are generally omitted in performances.

O say can you see, by the dawn's early light,
What so proudly we hail'd at the twilight's last gleaming,
Whose broad stripes and bright stars through the perilous fight
O'er the ramparts we watch'd were so gallantly streaming?
And the rocket's red glare, the bomb bursting in air,
Gave proof through the night that our flag was still there,
O say does that star-spangled banner yet wave
O'er the land of the free and the home of the brave?

On the shore dimly seen through the mists of the deep
Where the foe's haughty host in dread silence reposes,
What is that which the breeze, o'er the towering steep,
As it fitfully blows, half conceals, half discloses?
Now it catches the gleam of the morning's first beam,
In full glory reflected now shines in the stream,
'Tis the star-spangled banner - O long may it wave
O'er the land of the free and the home of the brave!

And where is that band who so vauntingly swore,
That the havoc of war and the battle's confusion
A home and a Country should leave us no more?
Their blood has wash'd out their foul footsteps' pollution.
No refuge could save the hireling and slave
From the terror of flight or the gloom of the grave,
And the star-spangled banner in triumph doth wave
O'er the land of the free and the home of the brave.

O thus be it ever when freemen shall stand
Between their lov'd home and the war's desolation!
Blest with vict'ry and peace may the heav'n rescued land
Praise the power that hath made and preserv'd us a nation!
Then conquer we must, when our cause it is just,
And this be our motto - "In God is our trust,"
And the star-spangled banner in triumph shall wave
O'er the land of the free and the home of the brave.

- **Words by Francis Scott Key.**
- **Music by John Stafford Smith 1814.**
- **It became America's national anthem in 1931.**

18. THE NATIONAL ANTHEM OF **ENGLAND AND THE UK** ***(God Save the Queen)***

The standard version.

God save our gracious Queen,
Long live our noble Queen,
God save the Queen:
Send her victorious,
Happy and glorious,
Long to reign over us:
God save the Queen.

O Lord, our God, arise,
Scatter her enemies,
And make them fall.
Confound their politics,
Frustrate their knavish tricks,
On thee our hopes we fix,
God save us all.

Thy choicest gifts in store,
On her be pleased to pour;
Long may she reign:
May she defend our laws,
And ever give us cause
To sing with heart and voice
God save the Queen.

- There is no certainty about the author or composer of this song.
- There are many versions of the lyrics.

- *God Save the King* was a patriotic song first publicly performed in London in 1745.
- When the monarch of the time is a male, "Queen" is replaced with "King" and the feminine pronouns are replaced with masculine pronouns.
- This anthem, (especially the melody) was also used in many Commonwealth countries and is still used in some.
- Some British people feel England should have its own national anthem.

19. GEOGRAPHICAL FACTS

The information in this section varies in different sources.

Earth facts

- Earth is 4,6 milliard years old.
 - Earth is the fifth largest planet in the Solar System.
 - Oceans cover about 70% of the earth's surface.
 - It is the densest planet in the Solar System.
 - Earth has one moon.
 - The average distance of the earth from the sun is 149,598,262 km (92,956,050 miles)
 - The diameter/diametre (Brit.) at the equator is 12,756 km (7,926 miles).
 - Earth's atmosphere is composed mainly of argon (93%), nitrogen (78%), oxygen (21%) and carbon dioxide (0.03%).
 - The length of a solar day (single rotation on its axis) is 23.934 hours.
 - The length of a year (single revolution around the sun) is 365.26 days.
 - Light from the sun takes about 8 minutes and 19 seconds to reach the earth.
 - The highest point from the earth is Mount Chimboraza*, 6,263 m (20,548 ft), in Ecuador.
- * The reason for this is that the base of Mount Everest is on a lower point on earth.
- The deepest spot on earth is in the Mariana Trench at 1,772 m (5,813 ft) below sea level in the Pacific ocean.

The continents

Continent — Area

1. Asia — 43 998 000 km² (16,987,723 mi²)
2. Africa — 30,244,000 km² (11,700,000 mi²) (11,677,274 mi²)
3. North America — 24 255 000 km² (9,364,908 mi²)

4. South America — 17 814 000 km² (6,878,024 mi²)
5. Antarctica — 13 600 000 km² (5,250,989 mi²)
6. Europe — 10 500 000 km² (4,054,073 mi²)
7. Australia/Oceania — 8,600,000 km² (3 300,000 mi²)

- Asia is the largest and most populated continent.
- Africa is the hottest continent.
- Antarctica is coldest continent and have no permanent residents.
- Australia is the least populated continent after Antarctica.
- Oceania is the name of the region which includes Australia, New Zealand, Papua New Guinea and many small islands in the Pacific ocean.
- The name "Oceania" is often used rather than "Australia", because unlike the other continents, it is the ocean that links the nations together.

Principal oceans of the world

Ocean — Area

1. Pacific — 155,557,000 km² (64,000,000 mi²)
2. Atlantic — 76,762,000 km² (33,420,000 mi²)
3. Indian — 68,556,000 km² (24,469,500 mi²)
4. Southern — 20,327,000 km² (7,848,300 mi²)
5. Artic — 14,056,000 km² (5,427,000 mi²)

The highest mountains of the world



Mount Everest

Mountain/location — Height (Measured from sea level)

1. Mount Everest (Nepal/China) — 8,850 m (29,035 ft)
2. K2 (Kashmir/China) — 8 610 m (2,8248 ft)
3. Kanchenjunga (Nepal/Sikkem) — 8,598 m (28 ft)
4. Lhotse (Nepal/Tibet) — 8,511 m (28 ft)
5. Makalu (Nepal) — 8,481 m (27 ft 10 in.*)

* We use a period after the abbreviation of "inches", so that it's not confused with the word "**in**".

Note:

Mauna Kea (U.S.) is the world's highest mountain as measured from **base** to **summit**.

The summit is in Hawaii but the base begins more than 70 km (43.5 mi) offshore.

The total height estimate is about 10,210 meter/metre (Brit.) (33,500 feet).

Principal rivers of the world



River/location — Length

1. Nile (Africa) — 6,695 km (2,585 mi)
2. Amazon (South America) — 6,440 km (2,486 mi)
3. Yangtze (China) — 6,300 km (2,432 mi)
4. Mississippi (North America) — 6,020 km (2,324 mi)
5. Yenisey-Angara (Asia) — 5,536 km (2,137 mi)

Principal deserts of the world

Desert — Location — Area

1. Sahara — North Africa — 8,600,000 km² (3,320,479² mi)
2. Arabian — SW Asia — 2,330,000 km² (899,618² mi)
3. Gobi — Mongolia/NE China — 1,040,000 km² (401,546² mi)
4. Patagonian — Argentina — 673,000 km² (259,847² mi)
5. Great Victoria — SW Australia — 647,000 km² (249,808² mi)

Principal islands of the world

Island — Area — Ocean

1. Greenland — 2,166,086 km² (836,330 mi²) — Artic
2. New Guinea — 785,753 km² (303,381 mi²) — Pacific
3. Borneo — 751,929 km² (290,320 mi²) — Indian
4. Madagascar — 587,713 km² (226,917 mi²) — Indian
5. Baffin Island — 507,451 km² (195,928 mi²) — Artic

The highest waterfalls of the world

Waterfall — Country — Height

1. Angel — Venezuela — 979 m (3,212 ft)
2. Tugela — South Africa — 947 m (3,110 ft)
3. Utigard — Norway — 800 m (2,625 ft)
4. Mongefossen — Norway — 774 m (2,540 ft)
5. Gocta Cataracts — Peru — 771 m (2,532 ft)

The largest countries (By land mass)

Country — Area

1. Russia — 17,075,400 km² (6,592,846 mi²)
2. Canada — 9,330,970 km² (3,602,707 mi²)
3. China — 9,326,410 km² (3,600,947 mi²)
4. USA — 9,166,600 km² (3,539,242 mi²)
5. Brazil — 8,456,510 km² (3,265,075 mi²)

The smallest countries (By land mass)

Country —Area

1. Vatican City — 0.44 km² (0.17 mi²)
2. Monaco — 1.95 km² (0.75 mi²)
3. Nauru — 21.2 km² (8.2² miles)
4. Tuvalu — 26 km² Tuvalu (10 mi²)
5. San Marino — 61 km² (24 mi²)

The largest cities (By population)



City — Estimated population, 2017

1. Tokyo — 38,241,000
2. Delhi — 27,197,000
3. Shanghai — 25,202,000
4. Beijing — 22,063,000
5. Mumbai — 21,690,000

The estimated world population in 2017 is 7.5 billion. (United Nations estimate)

20. THE PLANETS

- The planets are much nearer to earth than any of the stars.
- They have no light of their own, but reflect sunlight.
- The planets move around the sun.
- For many years Pluto was regarded as the eighth planet, but in 2006 it was reclassified as a dwarf planet.

The first recognized five dwarf planets from the biggest to the smallest are:

1. Pluto
2. Eris
3. Makemake
4. Haumea
5. Ceres

From the closest to the sun to the furthest away from the sun

Planet — Average distance from the sun

1. Mercury — 57,909,100 km (22,358,828.50925 mi)
2. Venus — 108,208,600 km (41,779,574.032856 mi)
3. Earth — 149,598,000 km (57,760,110.713633 mi)
4. Mars — 227,939,200 km (88,007,817.136438 mi)
5. Jupiter — 778,298,400 km (300,502,692.23013 mi)
6. Saturn — 1,429,394,000 km (551,892,108.80762 mi)
7. Uranus — 2,875,039,000 km (1,110,058,763.7937 mi)
8. Neptune — 4,504,450,000 km (1,739,177,868.0465 mi)

From the largest to the smallest

Planet — Diameter/diametre (Brit.)

1. Jupiter — 139,822 km (86,881 mi)
2. Saturn — 120,500 km (74,900 mi)
3. Uranus — 51,120 km (31,763 mi)
4. Neptune — 49,530 km (30,775 mi)
5. Earth — 12,760 km (7,926 mi)
6. Venus — 12,104 km (7,521 miles)
7. Mars — 6,787 km (4,217 mi)
8. Mercury — 4,878 km (3,031 mi)

21.THE SEVEN WONDERS OF THE ANCIENT WORLD

**Originally compiled by Antipater of Sidon, a
Greek poet in the 100s BC.**



1. Pyramids of Egypt

The oldest and only surviving wonder. Built in the 2000s BC as Royal tombs. About 80 are still standing. The largest is the Great Pyramid of Cheops at El Gizeh. It is 147 m (482 ft) high. (Egypt)

2. Hanging gardens of Babylon

Terraced gardens adjoining Nebuchadnezzar's palace. Supposedly built by the king to please his wife (600 BC). No trace has ever been found. (Iraq)

3. Statue of Zeus at Olympia, Athens

This 12 m (39 ft) statue was carved by Phidias and marked the site of the original Olympic Games in the 400s BC. It was constructed of ivory and gold, and showed Zeus (Jupiter) on his throne. Destroyed by fire. (Greece)

4. Temple of Artemis (Diana) at Ephesus

Constructed of Parian marble and more than 122 m (400 ft) long and 18 m (59 ft) high. It was begun about 350 BC and took some 120 years to build. It was destroyed by the Goths in AD 262. (Turkey)

5. Tomb of King Mausolus of Caria

Erected by Queen Artemisia in memory of her husband who died in 353 BC. It stood 43 m (141 ft) high. Fragments are to be found in the British Museum. (Turkey)

6. Colossus of Rhodes

A gigantic bronze statue of the sun god Helios (or Apollo). It was 36 m (118 ft) high and was built by the sculptor Chares. It was completed in 280 BC and was destroyed by an earthquake in 244 BC. (Rhodes, Aegean Sea)

7. Pharos of Alexandria

This marble lighthouse and watchtower stood on the island of Pharos in the harbor/harbour (Brit.) at Alexandria. It stood 122 m (400 ft) high and was destroyed by an earthquake in 1375. (Alexandria, Egypt)

22. THE BOOKS OF THE BIBLE

Books of the Old Testament (39)

Genesis

Exodus

Leviticus

Numbers

Deuteronomy

Joshua

Judges

Ruth

1 Samuel

2 Samuel

1 Kings

2 Kings

1 Chronicles

2 Chronicles

Ezra

Nehemiah

Esther

Job

Psalms

Proverbs

Ecclesiastes

Song of Solomon

Isaiah

Jeremiah

Lamentations

Ezekiel

Daniel

Hosea

Joel

Amos

Obadiah

Jonah
Micah
Nahum
Habakuk
Zephaniah
Haggai
Zechariah
Malachi

Books of the New Testament (27)

Matthew

Mark

Luke

John

Acts

Romans

1 Corinthians

2 Corinthians

Galatians

Ephesians

Philippians

Colossians

1 Thessalonians

2 Thessalonians

1 Timothy

2 Timothy

Titus

Philemon

Hebrews

James

1 Peter

2 Peter

1 John

2 John

3 John

Jude

Revelation

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Thank you!

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