APEX LANGUAGE ACADEMY

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HOW THE GUIDE WORKS

Read the explanation, study the table and examples, then do the exercises and check the answer key at the back.

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01

CHAPTER 1 OF 21

Sentence foundations

Learn the words and terms the rest of the guide uses, then build sentences from simple to compound-complex.

9 TOPICS

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Parts of speech	12	Simple sentences	17
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Parts of speech

Every word in a sentence belongs to a part of speech, according to the job it does. You need these terms to follow the rest of this guide.

PART OF SPEECH	JOB	EXAMPLES
Noun	Names a person, a place, a thing or an idea	teacher, Toronto, laptop, honesty
Pronoun	Takes the place of a noun	she, them, mine, someone
Verb	Shows an action, a state or an event	write, be, seem, happen
Adjective	Describes a noun	tall, expensive, interesting
Adverb	Describes a verb, an adjective or another adverb	quickly, very, often, yesterday
Determiner	Comes before a noun and shows which one or how many	a, the, this, my, some, three
Preposition	Links a noun or pronoun to another word, often showing place, time or direction	in, on, at, to, with, during
Conjunction	Joins words, phrases or clauses	and, but, because, although

EVERY WORD HAS A JOB

- My sister works very hard, and she loves her new job.
  My = determiner; sister = noun; works = verb; very, hard = adverbs; and = conjunction; she = pronoun; loves = verb; her = determiner; new = adjective; job = noun.

NOTE One word can belong to more than one part of speech. Work is a verb in “I work here” and a noun in “My work is interesting.” The sentence tells you which one it is.

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PRACTICE **Parts of speech**

Write the part of speech of the highlighted word: noun, pronoun, verb, adjective, adverb, determiner, preposition or conjunction.

1. The **old** bridge is closed.
2. She spoke **quietly** to the manager.
3. **They** live near the station.
4. We stayed home **because** it was raining.
5. I'll meet you **after** the lecture.
6. **Some** students arrived late.
7. **Honesty** is important.
8. The children **laughed** loudly.
9. This is **my** laptop.
10. He is **very** tired.

Sentence elements

A sentence is built from elements. Each element has a job, and each can be a single word or a group of words.

ELEMENT	WHAT IT IS	EXAMPLE
Subject (S)	Who or what the sentence is about. In a statement it comes before the verb.	**My sister** works in a bank.
Verb (V)	The action or state	My sister **works** in a bank.
Object (O)	The person or thing that receives the action. A direct object is the thing affected; an indirect object is the receiver.	She gave **me** (indirect) **a book** (direct).
Complement (C)	Completes the meaning of a linking verb such as be, seem or become. It describes or renames the subject.	My sister is **a nurse**. / She seems **happy**.
Adverbial (A)	Adds information such as time, place, manner or reason	She works in a bank **every day**.

ELEMENTS IN A SENTENCE

- My sister (S) bought (V) a new laptop (O) yesterday (A).
  Pattern: S V O A
- The soup (S) tastes (V) delicious (C).
  Pattern: S V C
- We (S) gave (V) the teacher (indirect O) a gift (direct O) after class (A).

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COMPARE

Object or complement?

She called a nurse.	A nurse is a different person from the subject, so it is an object.
She is a nurse.	A nurse describes the subject (the same person), so it is a complement.

PRACTICE **Sentence elements**

Name the element that is highlighted: subject, verb, object, complement or adverbial.

WORD BANK: subject | verb | object | complement | adverbial

1. **My brother** plays the guitar.
2. My brother plays **the guitar**.
3. My brother **plays** the guitar.
4. My brother plays the guitar **every evening**.
5. The soup smells **wonderful**.
6. **The new manager** arrived yesterday.
7. She became **a doctor**.
8. We moved to Vancouver **last year**.
9. He gave **Maria** a present.

Main verbs, auxiliary verbs and verb forms

A verb phrase can have one word or several. The main verb carries the meaning. Auxiliary (helping) verbs come before it and add grammar: a tense, a question, a negative, the passive or a modal meaning.

TYPE	USED FOR	EXAMPLE
Main verb	Carries the meaning	She **writes** every day. / He **is** a doctor.
Auxiliary be	Continuous forms and the passive	She **is** writing a letter. / The letter **was** written yesterday.
Auxiliary have	Perfect forms	She **has** written three letters.
Auxiliary do	Questions, negatives and emphasis	**Did** she write? / She **doesn't** write. / I **do** like it.
Modal auxiliary	Ability, possibility, obligation and more (can, could, may, might, must, should, will, would)	She **can** write well.

NOTE Be, have and do can also be main verbs: "He is a doctor", "I have a car", "She does her homework". Chapter 2 shows how the three auxiliaries work in questions and negatives.

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