

Grammar Rules

Transformation of sentences: means changing the words and forms of a sentence without changing its meaning.

1. Change of Speech:

E.g.: 'I am never going to believe you again,' she said. (Begin with: She said that.....)

She said that she was never going to believe her again.

- I. He requested him to wait there till he returned. (Begin: He said to him, '....')
- II. The mother said to her daughter, "Have you done your home work?"
(Begin: The mother asked her....)

2. Change of Voice:

E.g.: The judge punished the guilty. S+V+O=Active Voice

The guilty was punished by the judge. O+V+S=Passive Voice

- I. You must do it at once. (Begin: It must...)
- II. One should keep one's promises. (Begin: Promises....)

3. Interchange of Degrees of Comparison:

E.g.: Very few countries are as large as India. (Use: larger)

Very few countries are larger than India.

- I. Cleopatra is the most famous Egyptian queen. (Begin: No other...)
- II. Very few doctors in the hospital are as dedicated as he is. (Begin: He is...)

4. Interchange of Complex to Simple:

E.g.: It was too late for me to attend the class. (Rewrite using 'so....that')

It was so late that I could not attend the class.

- I. Mohan was too slow to catch the thief. (Rewrite using 'so....that')
- II. He is too honest to accept a bribe. (Rewrite using 'so....that')

5. Interchange of Simple to Complex:

E.g.: He is so exhausted that he cannot walk. (Use: too)

He is too exhausted to walk.

- I. He speaks so fast that he cannot be understood. (Use: too)
- II. The tree is so high that I cannot climb it. (Use: too)

6. Interchange of Affirmative to Negative:

E.g.: This gate is sometimes closed. (Use: open)

This gate is not always open.

- I. My father always goes for a walk every morning. (Rewrite using 'fails')
- II. Everyone but the teacher was present. (Rewrite using 'absent')

7. Interchange of Affirmative to Exclamatory:

E.g.: I wish I had the wings of a dove.

Oh! That I had the wings of a dove.

- I. It is sad that you are leaving town. (Begin: How...)
- II. It is sad that poor Vimla is gone. (Begin: Alas...)

8. Interchange of 'As soon as....' to 'No sooner....'

E.g.: As soon as the Newspaper reaches the stands it is sold out. (Begin: No sooner...)

No sooner does the newspaper reach the stands **than** it is sold out.

- I. As soon as the chief guest arrived, the band started playing. (Use: No sooner...)
- II. As soon as he escaped from prison, he looked for a place to hide. (Use: No sooner...)

9. Interchange of 'As soon as....' to 'Hardly.....'

E.g.: As soon as the Newspaper reaches the stands it is sold out. (Begin: Hardly...)

Hardly does the newspaper reach the stands **when** it is sold out.

- I. As soon as the sun rose, the birds started singing. (Begin: Hardly....)
- II. As soon as Bunny saw his teacher, he ran away. (Begin: Hardly...)

10. Interchange of 'If' to 'unless'

E.g.: If he apologises, he will be pardoned.

Unless he apologises, he will not be pardoned.

I. ____ If Sudha doesn't learn to control her tongue, she will be in trouble. (Begin: Unless...)

II. ____ If the sky does not clear up, the flight will not leave. (Begin: Unless...)

11. Interchange of 'and' to 'not only...but also...'

E.g.: She was beautiful and humble

Not only was she beautiful but also humble.

I. You will lose marks and you will be scolded as well. (Begin: Not only...)

II. It was raining and thundering as well. (Begin: Not only...)

12. Interchange of 'If....' to 'But for....'

E.g.: If I had not helped her on time, she would not have succeeded.

But for my timely help, she would not have succeeded.

I. If there had been no strike, he would have been halfway across the world by now. (Begin: But for...)

II. If you had not advised me, I would have been deceived. (Begin: But...) Advice (Noun)/advise (Verb)
Practise hard. Go for football practice.

13. Use of 'lest' (NOT to be confused with 'Unless') –For fear that

E.g.: If you do not take your umbrella, you will be caught in the rain.

Take your umbrella lest you should get caught in the rain.

I. If you do not guard her, she will try to escape.

II. If you do not practise well, you will lose the game.

14. 'In spite of' and 'despite'

E.g.: In spite of being very busy, the Mayor came to give away the prizes.

Despite being very busy, the Mayor came to give away the prizes.

I. In spite of all their efforts, the patient could not be saved. (Begin: Despite...)

II. In spite of being very poor, he helps others in need. (Begin: Despite...)

15. Use of Question tags

E.g.: Jenny is the girl with blue eyes.

Jenny is the girl with blue eyes, isn't she? (question tag)

I. Jack and Jill had gone up the hill. (Use a question tag)

II. You are a doctor. (Use a question tag)

