

A Beginner's Guide To English Grammar

Noncredit ESL
Glendale Community College
TEACHER'S EDITION
SPANISH

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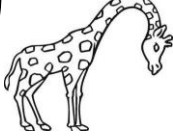




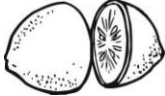








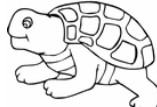



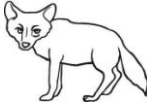


Information to the student:

This booklet will greatly help you learn English! It is full of rules and examples that your English language teachers have carefully decided are most important to your beginning English success. We have translated them to aid your understanding. But, it is only a beginning tool. And like any tool, it must be used repeatedly to become effective. Also, this booklet will require other tools as your need to build English competency grows. Learning a second language is a complex process and as you advance you will find more details and some exceptions to the rules and guidelines offered in this guide. Even so, enjoy this wonderful booklet and use its contents with confidence that you have some important tools to start you well on your way to your English goals!

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English Alphabet

<p>Aa</p> 	<p>Bb</p> 	<p>Cc</p> 		<p>Dd</p> 
<p>Ee</p> 	<p>Ff</p> 	<p>Gg</p> 		<p>Hh</p> 
<p>Ii</p> 	<p>Jj</p> 	<p>Kk</p> 	<p>Ll</p> 	<p>Mm</p> 
<p>Nn</p> 	<p>Oo</p> 	<p>Pp</p> 	<p>Qq</p> 	<p>Rr</p> 
<p>Ss</p>  		<p>Tt</p> 	<p>Uu</p> 	<p>Vv</p> 
<p>Ww</p> 	<p>Xx</p> 	<p>Yy</p> 		<p>Zz</p> 

The letters represent more than 40 sounds.

Vowels: a e i o u and sometimes y.

Consonants: b c d f g h j k l m n p q r s t v w x y z

Subject Pronouns

Subject pronouns take the place of a noun.

📖 In Spanish, pronouns are often omitted because a conjugated verb implies which pronoun is used.

English

Spanish

I



Yo

You



Tú/Usted/Ustedes

He



Él

She



Ella

It



un animal



un objeto

We



Nosotros

They



Ellos/Ellas

Be (am, is, are)

The verb *be* is used to express existence, temporary condition or permanent status. It has three different forms (am, is, are) in the present tense.

☞ In Spanish, the verb *be* is expressed by two different verbs: *ser* and *estar*. The usage of *ser* and *estar* are very different.

Positive

I am → Yo soy/Yo estoy	We are → Nosotros/as somos Nosotros/as estamos
You are → Tú eres/Tú estás Usted es Usted está	You are → Ustedes son Ustedes están
He is → Él es/ Él está She is → Ella es/ Ella está It is → El perro es/está	They are → Ellos/ellas son Ellos/ellas están



Example: I am happy.
Yo estoy feliz.



They are happy.
Ellos están felices.

Contractions

Use an apostrophe (') to combine the pronoun and be (am, is, are).

☞ In Spanish, contractions with *be* do not exist.

I'm	→ Yo soy/Yo estoy	We're	→ Nosotros/as somos Nosotros/as estamos
You're	→ Tú eres/Tú estás Usted es Usted está	You're	→ Ustedes son Ustedes están
He's	→ Él es/ Él está	They're	→ Ellos/ellas son Ellos/ellas están
She's	→ Ella es/ Ella está		
It's	→ El pájaro es/está		



Examples: **I'm** happy.
Yo estoy contento.



They're happy.
Ellos están contentos.

Negative

Use *not* after *be* (am, is, are) to form a negative phrase or sentence.

☞ In Spanish, *no* comes before the verb.

I am not → Yo no soy Yo no estoy	We are not → Nosotros/as no somos Nosotros/as no estamos
You are not → Tú no eres Tú no estás Usted no es Usted no está	You are not → Ustedes no son Ustedes no están
He is not → Él no es Él no está She is not → Ella no es Ella no está It is not → El perro no es El perro no está	They are not → Ellos/ellas no son Ellos/ellas no están



Examples: I am not sad.
Yo no estoy triste.



They are not sad.
Ellos no están tristes.

Negative Contractions

Combine the pronoun with the verb and add *not*.

📖 In Spanish, negative contractions do not exist with the verb *be*.

<p>I'm not → Yo no soy Yo no estoy</p>	<p>We're not → Nosotros/as no somos Nosotros/as no estamos</p>
<p>You're not → Tú no eres Tú no estás Usted no es Usted no está</p>	<p>You're not → Ustedes no son Ustedes no están</p>
<p>He's not → Él no es Él no está She's not → Ella no es Ella no está It's not → El pájaro no es El pájaro no está</p>	<p>They're not → Ellos/ellas no son Ellos/ellas no están</p>



Examples: **I'm not sad.**
Yo no estoy triste.



They're not sad.
Ellos no están tristes.

Questions

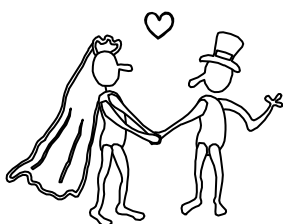
To form questions, place *be* (am, is, are) at the beginning of the sentence. Add a question mark (?) at the end of the sentence.

📖 In Spanish, *be* is placed at the beginning of the sentence preceded by an inverted question mark (¿).

They are married.

They **are** married.

Are they married?



Are they married?
(¿Están casados?)

Yes, they are married. (Sí, ellos están casados.)

No, they are not married. (No, ellos no están casados.)

Am I married? → ¿Estoy casado/a?	Are we married? → ¿Estamos casados?
Are you married? → ¿Estás casado/a? ¿Está casado/a?	Are you married? → ¿Están casados?
Is he married? → ¿Está casado?	Are they married? → ¿Están casados?
Is she married? → ¿Está casada?	
Is it a book? → ¿Es un libro?	

Uses of the verb **be** (am, is, are):

The verb *be* is used for different purposes.

	<u>Long Form</u>	<u>Short Form</u>
• Place of origin lugar de origen	I am from Mexico. Yo soy de México.	I' m from Mexico. Yo soy de México.
• Age edad	He is 25 years old. Él tiene 25 años.	He' s 25 years old. Él tiene 25 años.
• Weather clima o tiempo	It is hot. Hace calor.	It' s hot. Hace calor.
• Time tiempo	It is 6:00 o'clock. Son las seis.	It' s 6:00 o'clock. Son las seis.
• Description descripción	They are tall. Ellos son altos.	They' re tall. Ellos son altos.
• Price precio	It is \$25.00. Cuesta \$25.00.	It' s \$25.00. Cuesta \$25.00.
• Location ubicación	We are in class. Nosotros estamos en clase.	We' re in class. Nosotros estamos en clase.
• Occupation ocupación	You are a teacher. Usted es maestro.	You' re a teacher. Usted es maestro.

Be (am, is, are)

Positive

I am	→	Yo soy/Yo estoy	We are	→	Nosotros/as somos Nosotros/as estamos
You are	→	Tú eres/Tú estás Ud. es/Ud. Está	You are	→	Uds. son Uds. están
He is	→	Él es/ Él está	They are	→	Ellos/ellas son Ellos/ellas están
She is	→	Ella es/ Ella está			
It is	→	El perro es/está			

Negative

I am not	→	Yo no soy Yo no estoy	We are not	→	Nosotros/as no somos Nosotros/as no estamos
You are not	→	Tú no eres Tú no estás Ud. no es Ud. no está	You are not	→	Uds. no son Uds. no están
He is not	→	Él no es/ Él no está Ella no es	They are not	→	Ellos/ellas no son Ellos/ellas no están
She is not	→	Ella no está El perro no es			
It is not	→	El perro no está			

Questions

Am I married?	→	¿Estoy casado/a?	Are we married?	→	¿Estamos casados?
Are you married?	→	¿Estás casado/a? ¿Está casado/a?	Are you married?	→	¿Están casados?
Is he married?	→	¿Está casado?	Are they married?	→	¿Están casados?
Is she married?	→	¿Está casada?			
Is it a book?	→	¿Es un libro?			

Articles - a an

The indefinite articles *a* and *an* are used before singular, countable, and non-specific nouns. Use *a* before a noun that begins with a consonant sound. Use *an* before a noun that begins with a vowel sound.

📖 In Spanish, *un* (singular masculine noun) and *una* (singular feminine noun) are used.

a

a student



a teacher



a classroom



a pencil



a uniform
/Y/



a house



an

an eraser



an apple



an octopus



an iguana



an umbrella



an hour
/h/



Singular Nouns and Plural Nouns

A singular noun represents one noun. A plural noun represents two or more of the same noun. Add an *s* to change a singular noun to a plural noun.

📖 In Spanish, singular and plural nouns follow the same rules as in English.

Singular Nouns

desk

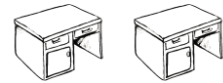


book

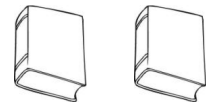


Plural Nouns

desks



books



Irregular Plural Nouns

No *s*. They change their spelling from the singular to plural form.

Singular Nouns

woman



man



child



person



Plural Nouns

women



men



children



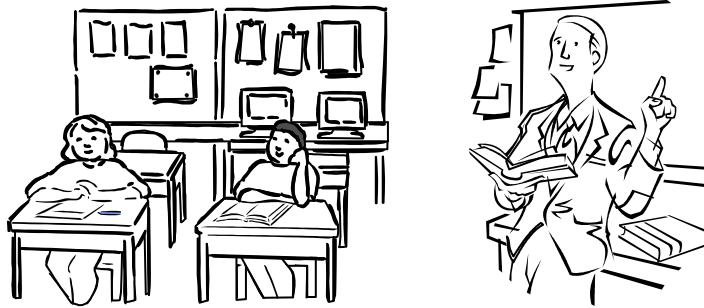
people



There is/There are

There is and *there are* are used to talk about existing conditions. Use *there is* with singular conditions. Use *there are* with plural conditions.

📖 In Spanish, *hay* is used to express existing conditions.



There is

There is a teacher. → Hay un maestro.

There is a chalkboard. → Hay un pizarrón.

There are

There are two students. → Hay dos estudiantes.

There are two computers. → Hay dos computadoras.

There are desks. → Hay escritorios.

Demonstratives

(This, That, These, Those)

The demonstratives indicate that a noun is singular or plural and near to or far from the speaker. They can be pronouns or adjectives followed by nouns.

📖 In Spanish, demonstratives are used to show that nouns are masculine or feminine and that nouns are near or far from the speaker and listener.

	Near	Far
Singular	this	that
	esta, este	esa, ese, aquella, aquel
Plural	these	those
	estas, estos	esas, esos, aquellas, aquellos

Note: Demonstrative pronouns in Spanish no longer need accent marks except to resolve ambiguity in a sentence where a demonstrative pronoun or a demonstrative adjective could be used in a sentence.

Examples

Demonstrative Adjectives

This dog is little.

Este perro es pequeño.



These dogs are little.

Estos perros son pequeños.



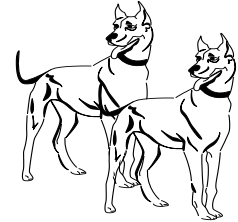
That dog is big.

Ese perro es grande.



Those dogs are big.

Esos perros son grandes.



Demonstrative Pronouns

This is a little dog.

Este es un perro pequeño.



These are little dogs.

Estos son perros pequeños.



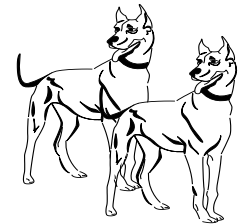
That is a big dog.

Ese es un perro grande.



Those are big dogs.

Esos son perros grandes.



Possessive Adjectives and Possessive Pronouns

Possessive adjectives and possessive pronouns are used to talk about possession. Possessive adjectives are followed by nouns. Possessive pronouns are not followed by nouns. Whenever the item of possession is omitted, a possessive pronoun is used instead.

☞ In Spanish, possessive adjectives and possessive pronouns exist.

<u>Pronouns</u>	<u>Possessive Adjectives</u>	<u>Possessive Pronouns</u>
I	my house	mine
you	your house	yours
he	his house	his
she	her house	hers
it	its house	--
we	our house	ours
they	their house	theirs

Possessive Adjectives		Possessive Pronouns	
My house is new.	Mi casa es nueva.	The new house is mine	La casa nueva es mía.
Your pen is blue.	Tú pluma es azul.	The blue pen is yours .	La pluma azul es suya.
His car is old.	Su coche es viejo.	The old car is his .	El coche viejo es de él.
Our cat is big.	Nuestro gato es grande.	The big cat is ours .	El gato grande es de nosotros.
Their dog is noisy.	Su perro es ruidoso.	The noisy dog is theirs .	El perro ruidoso es de ellos.

Possessive Adjectives in English and Spanish

my	mi, mis	our	nuestro, nuestros nuestra, nuestras
your	tu, tus su, sus (de usted)	your	su, sus (de ustedes)
his	su, sus (de él)	their	su, sus (de ellos, de ellas)
her	su, sus (de ella)		
its	su, sus (de una cosa o un animal)		

Possessive Pronouns in English and Spanish

mine	mía, mías, mío, míos	ours	nuestro, nuestros (de nosotros) nuestra, nuestras (de nosotras)
yours	tuya, tuyas, tuyo, tuyos suya, suyas, suyo, suyos (de usted)	yours	suya, suyas, suyo, suyos (de ustedes)
his	suya, suyas, suyo, suyos (de él)	theirs	suya, suyas, suyo, suyos (de ellos, de ellas)
hers	suya, suyas, suyo, suyos (de ella)		
*its	<i>suya, suyas, suyo, suyos (de él - cosa o animal) (de ella - cosa o animal)</i>		

**Its is not used as a possessive pronoun in English, but it is used as a possessive pronoun in Spanish.*

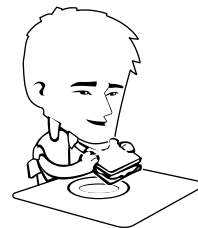
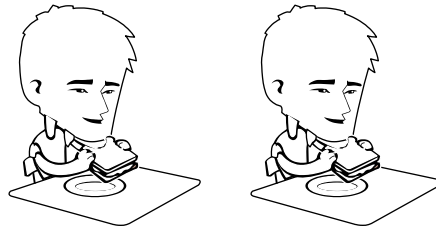
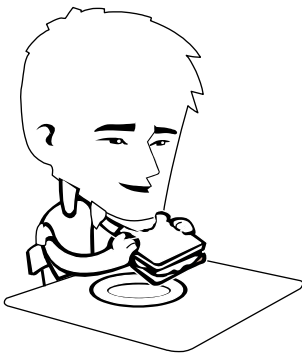
Simple Present

A verb tense used for regular actions and general truths.

📖 In Spanish, the simple present is also used to express action that is happening at the moment.

Positive

I eat. → Yo como.	We eat. → Nosotros/as comemos.
You eat. → Tú comes. Usted come.	You eat. → Ustedes comen.
He eats. → Él come. She eats. → Ella come. It eats. → El perro come.	They eat. → Ellos/ellas comen.



Example: He eats a sandwich.
Él come un sándwich.

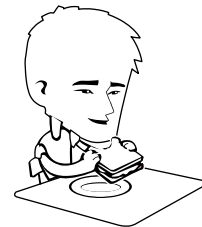
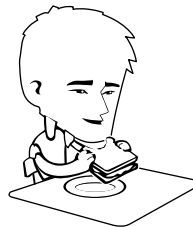
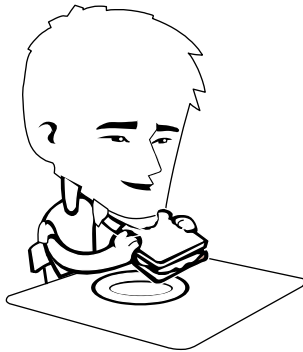
They eat a sandwich.
Ellos comen un sándwich.

Negative

Do or *does* is needed as a helping verb in the simple present to form negative statements. Add *not* after *do* or *does*.

📖 In Spanish, *no* precedes the verb and helping verbs are not used.

I do not eat. → Yo no como.	We do not eat. → Nosotros/as no comemos.
You do not eat. → Tú no comes. Usted no come.	You do not eat. → Ustedes no comen.
He does not eat. → Él no come. She does not eat. → Ella no come. It does not eat. → El pájaro no come.	They do not eat. → Ellos/ellas no comen.



Examples: He **does not** eat apples.
Él no come manzanas.

They **do not** eat apples.
Ellos no comen manzanas.

Questions

Do or *does* is needed as a helping verb in the simple present to form questions. Place *do* or *does* at the beginning of the sentence. Add a question mark (?) at the end of the sentence.

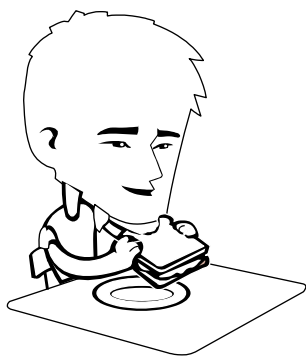
📖 In Spanish, helping verbs are not used. Verbs are placed at the beginning of the sentence.

He eats a sandwich.

_____ he eat a sandwich?

Does he eat a sandwich?

↑
Does



Does he eat a sandwich?
(¿Come él un sándwich?)

Yes, he does. (Sí, él come un sandwich.)
No, he doesn't. (No, no come un sándwich.)

Do I eat? → ¿Como yo?	Do we eat? → ¿Comemos nosotros/as?
Do you eat? → ¿Comes tú? ¿Come usted?	Do you eat? → ¿Comen ustedes?
Does he eat? → ¿Come él? Does she eat? → ¿Come ella? Does it eat? → ¿Come el perro?	Do they eat? → ¿Comen ellos/ellas?

Simple Present

Positive

I eat.	→ Yo como.	We eat.	→ Nosotros/as comemos.
You eat.	→ Tú comes. Ud. come.	You eat.	→ Uds. comen.
He eats.	→ Él come.	They eat.	→ Ellos/as comen.
She eats.	→ Ella come.		
It eats.	→ El pájaro come		

Negative

I do not eat.	→ Yo no como.	We do not eat.	→ Nosotros/as no comemos.
You do not eat.	→ Tú no comes. Ud. no come.	You do not eat.	→ Uds. no comen.
He does not eat.	→ Él no come.	They do not eat.	→ Ellos/ellas no comen.
She does not eat.	→ Ella no come.		
It does not eat.	→ El pájaro no come.		

Questions

Do I eat?	→ ¿Como yo?	Do we eat?	→ ¿Comemos nosotros/as?
Do you eat?	→ ¿Comes tú? ¿Come Ud.?	Do you eat?	→ ¿Comen Uds.?
Does he eat?	→ ¿Come él?	Do they eat?	→ ¿Comen ellos/as?
Does she eat?	→ ¿Come ella?		
Does it eat?	→ ¿Come el pájaro?		

Present Continuous

A verb tense that shows action is happening now.

The verb *be* (am, is, are) is needed as a helping verb to form statements and questions.

📖 In Spanish, the present continuous emphasizes that an action is happening now and is temporary.

Positive

I am working. → Yo estoy trabajando.	We are working. → Nosotros/as estamos trabajando.
You are working. → Tú estás trabajando. Usted está trabajando.	You are working. → Ustedes están trabajando.
He is working. → Él está trabajando. She is working. → Ella está trabajando. It is working. → La television está funcionando.	They are working. → Ellos/ellas están trabajando.



Examples: She **is** working right now.
Ella está trabajando ahora.



They **are** working right now.
Ellos están trabajando ahora.

Negative

Use the verb *be* (am, is, are) followed by *not* to form negative statements.

☞ In Spanish, *no* precedes *be*.

<p>I am not working. → Yo no estoy trabajando.</p>	<p>We are not working. → Nosotros/as no estamos trabajando.</p>
<p>You are not working. → Tú no estás trabajando. Usted no está trabajando.</p>	<p>You are not working. → Ustedes no están trabajando.</p>
<p>He is not working. → Él no está trabajando. She is not working. → Ella no está trabajando. It is not working. → La televisión no está funcionando.</p>	<p>They are not working. → Ellos/ellas no están trabajando.</p>



Examples: She is not working right now.
Ella no está trabajando ahora.



They are not working right now.
Ellos no están trabajando ahora.

Questions

To form questions, place *be* (am, is, are) at the beginning of the sentence. Add a question mark (?) at the end of the sentence.

📖 In Spanish, *be* is placed at the beginning of the sentence.

She **is working** now.

She **is working** now.

Is she working now?



Is she working right now?
(¿Está trabajando ahora?)

Yes, she is. (Sí, está trabajando.)

No, she is not. (No, no está trabajando.)

Am I working? → ¿Estoy trabajando ?	Are we working? → ¿Estamos trabajando?
Are you working? → ¿Estás trabajando ? ¿Está trabajando ?	Are you working? → ¿Están trabajando?
Is he working? → ¿Está trabajando? Is she working? → ¿Está trabajando? Is it working? → ¿Está funcionando?	Are they working? → ¿Están trabajando?

Present Continuous

Positive

I am working.	→ Yo estoy trabajando.	We are working.	→ Nosotros/as estamos trabajando.
You are working.	→ Tú estás trabajando. Ud. está trabajando.	You are working.	→ Uds. están trabajando.
He is working.	→ Él está trabajando.	They are working.	→ Ellos/as están trabajando.
She is working.	→ Ella está trabajando.		
It is working.	→ La televisión está funcionando.		

Negative

I am not working.	→ Yo no estoy trabajando.	We are not working.	→ Nosotros/as no estamos trabajando.
You are not working.	→ Tú no estás trabajando. Ud. no está trabajando.	You are not working.	→ Uds. no están trabajando.
He is not working.	→ Él no está trabajando.	They are not working.	→ Ellos/ellas no están trabajando.
She is not working.	→ Ella no está trabajando.		
It is not working.	→ La televisión no está funcionando.		


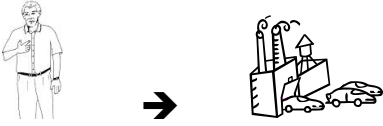
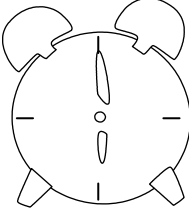
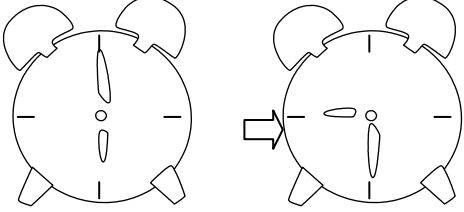
Questions

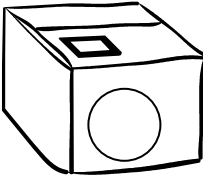
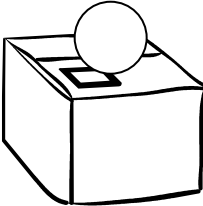
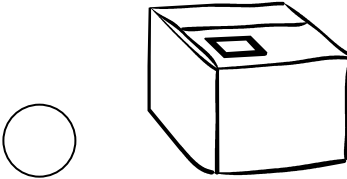
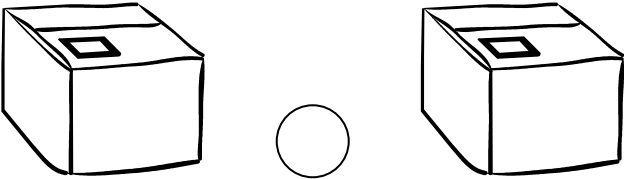
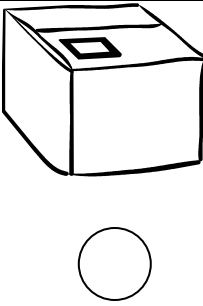
Am I working?	→ ¿Estoy trabajando?	Are we working?	→ ¿Estamos trabajando?
Are you working?	→ ¿Estás trabajando? ¿Está trabajando?	Are you working?	→ ¿Están trabajando?
Is he working?	→ ¿Está trabajando?	Are they working?	→ ¿Están trabajando?
Is she working?	→ ¿Está trabajando?		
Is it working?	→ ¿Está funcionando?		

Prepositions

Prepositions are usually used to show where something is located or when something happens. Prepositions link nouns and pronouns to another element in the sentence.

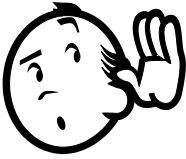




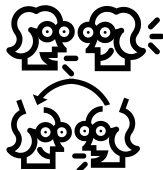

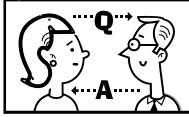

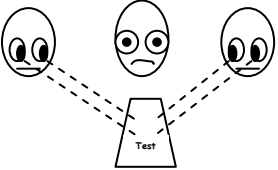
☞ In Spanish, prepositions serve the same purpose as in English and their use is also arbitrary.

<p>from <i>de</i></p>	 <p>I am from Mexico. Yo soy de Mexico.</p>
<p>to <i>a</i></p>	 <p>I go to work. Yo voy al trabajo.</p>
<p>at <i>a, en</i></p>	 <p>I go to school at 6:00 p.m. Yo voy a la escuela a las 6:00.</p>
<p>from...to <i>de...hasta</i></p>	 <p>I go to school from 6:00 p.m. to 9:30 p.m. Yo voy a la escuela de las 6:00 hasta las 9:30.</p>

<p>in <i>dentro, en</i></p>	 <p>The ball is in the box. La pelota está dentro la caja.</p>
<p>on <i>en, sobre</i></p>	 <p>The ball is on the box. La pelota está en la caja.</p>
<p>next to <i>al lado de</i></p>	 <p>The ball is next to the box. La pelota está al lado de la caja.</p>
<p>between <i>entre</i></p>	 <p>The ball is between the boxes. La pelota está entre las cajas.</p>
<p>under <i>debajo de</i></p>	 <p>The ball is under the box. La pelota está debajo de la caja.</p>

Imperatives



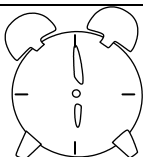
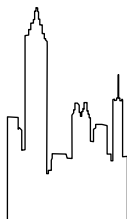


Imperatives are commands. The pronoun *you* is implied in the command.
 In Spanish, imperatives exist in formal and informal forms and use all the pronouns except I.

<p>Listen. Escucha.</p> 	<p>Point. Señale.</p> 
<p>Read. Lea.</p> 	<p>Open your book. Abra su libro.</p> 
<p>Write. Escriba.</p> 	<p>Repeat. Repita.</p> 
<p>No talking. No hable.</p> 	<p>Practice with your partner. Practique con su compañero.</p> 
<p>Raise your hand. Levante la mano.</p> 	<p>No cheating. No haga trampa.</p> 

Question Words

Question words are used to ask questions.

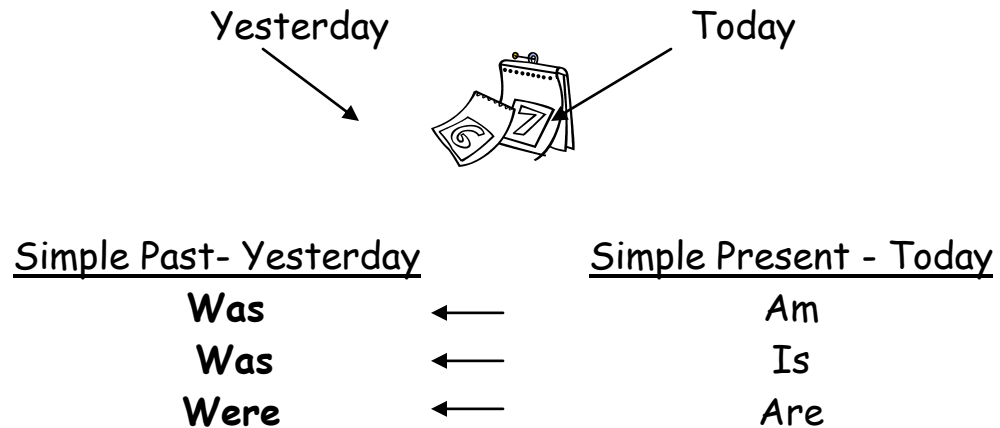
📖 In Spanish, interrogative words are also used.

	<p>Who refers to a person.</p> <p>Who is he? He is my teacher.</p>	¿Quién?
	<p>What refers to a thing.</p> <p>What is it? It is a book.</p>	¿Qué?
	<p>When refers to time.</p> <p>When is your English class? It is at 6:00 p.m.</p>	¿Cuándo?
	<p>Where refers to location.</p> <p>Where do you live? I live in Glendale.</p>	¿Dónde?
	<p>How much refers to non-count nouns.</p> <p>How much rice do you want? I want a bowl of rice.</p>	¿Cuánto?
	<p>How many refers to count nouns.</p> <p>How many eggs do you want? I want three eggs.</p>	¿Cuántos?

Be (was, were)

Was and *were* are the simple past form of the verb *be*. It is used to describe action in the past or to give a description in the past.

📖 In Spanish, the simple past of *be* exists with *ser* and *estar*.



Examples:

Simple Past

I **was** sick yesterday.
Estuve enfermo/a ayer.

It **was** hot yesterday.
Hacía calor ayer.

We **were** in class yesterday.
Nosotros estábamos en clase ayer.

You **were** a student last year.
Usted era maestro el año pasado.

Simple Present

I **am** sick today.
Estoy enferma hoy.

It **is** hot today.
Hace calor hoy.

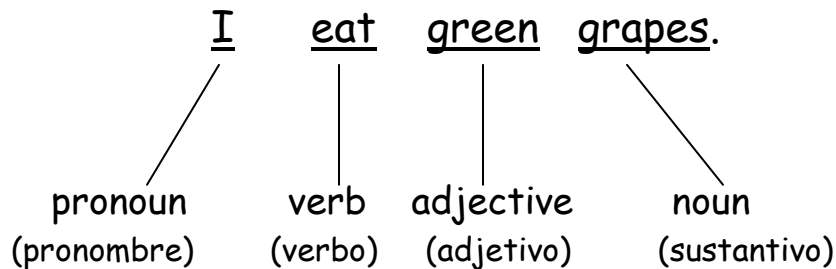
We **are** in class today.
Nosotros estamos en clase hoy.

You **are** a student this year.
Usted es estudiante este año.

Parts of Speech

Parts of speech are the words that form a sentence. *Parts of speech* have a grammatical purpose.

☞ In Spanish, parts of speech serve the same function as in English.



1. Noun (sustantivo): a noun is a word that names a person, place, thing, or idea.

Examples: People (personas) - *brother, teacher, man, Susan*
Places (lugares) - *bank, city, classroom, store*
Things (cosas) - *book, pencil, shirt, door*
Ideas (ideas) - *love, health, religion, freedom*

2. Pronoun (pronombre): a pronoun is a word that takes the place of a noun.

Examples: *Susan* lives in Glendale. *She* is American.

3. Adjective (adjetivo): an adjective is a word that modifies (gives more information about) a noun or a pronoun.

Examples: He is a *good* teacher.

4. Verb (verbo): a verb is a word that shows action or links another word to the subject.

Example: I *eat* lunch. The teacher *is* hungry.