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STUDY GUIDE: GRAMMAR: PARTS OF SPEECH, NOUNS AND PRONOUNS

There are eight parts of speech:

1. Nouns

5. Adverbs

2. Pronouns

6. Conjunctions

3. Verbs

7. Prepositions

4. Adjectives

8. Interjections

This study guide will deal with only two of these parts of speech: nouns and pronouns.

NOUNS

A noun is a word that names a person, place, thing, or idea. Some nouns name ideas or things that can't actually be seen. Some examples of these nouns are love, health, temptation, honesty, anger, happiness, strength. Nouns can be classified in several different ways. Below is a list of different types of nouns, complete with descriptions and examples.

- 1. **Collective Nouns**: A collective noun is a noun that names a group of people or things. Examples of collective nouns are the following: club, team, panel, audience, cast, company, class.
- 2. **Compound Nouns**: A compound noun is a noun composed of two or more words. Compound nouns are written in three different ways.
- A) They may be written as two words joined together to form one larger word. Examples: cowboy, classroom, blackboard.
- B) They may be composed of two words that are not joined together, but are just written separately. These are often called "open compound nouns." Examples: Mount Rushmore, Central School, post office, high school, peanut butter.
- C) They may be written as two or more words joined by hyphens. Examples: sister-in-law, jack-o-lantern, grown-up, self-addressed.

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- 3. **Common Nouns**: A common noun names one of a group, or class, of people, places, or things. A common noun does **not** begin with a capital letter and does not name a specific person, place, or thing. Examples: girl, planet, vehicle, mountain, state, coffee, computer.
- 4. **Proper Nouns**: A proper noun does name a specific person, place, or thing, and **does** begin with a capital letter. Examples: Mary Edwards, Mars, Mt. Vesuvius, Mrs. Jones, Illinois, Danver Jr. High School, St. Louis, New York City.

When capitalizing proper nouns, all important parts of the noun are capitalized. Every part of a person's name should be capitalized, including the middle name or the middle initial. Example: Margaret E. Riser, Dr. David H. Jamestown.

The same capitalization method is used for street addresses, and the names of rivers, islands, deserts, mountains, or other geographical locations. Examples: Twelfth Avenue, Martin Luther King Drive, Havana Parkway, Markley Blacktop, Rock River, Mount St. Helens, Mojave Desert, Lake Erie, Grand Canyon.

Names of specific things should also be capitalized, such as holidays, nationalities, languages, religious faiths, historical periods or eras, political parties, or special buildings. Examples: Valentine's Day, Battle of Bunker Hill, American Legion Auxiliary, Republican Party, Renaissance, Statue of Liberty, Buddhism, Christianity.

- 5. **Singular Nouns**: A singular noun names, or refers to, only one person, place, or thing. Example: teacher, dog, cup, stapler, country, problem, bookcase.
- 6. **Plural Nouns**: A plural noun is a noun that refers to more than one person, place, or thing. Examples: cities, men, days, countries, alligators, decisions, salmon, oxen.

There are some basic spelling rules that are often used to help students correctly spell the plural form of a noun. Although there are exceptions to these rules, these rules are given as basic guidelines, and are listed below with examples.

- A) Most nouns form their plural form by adding an -s to their singular form. Examples: girl-girls, captain-captains.
- B) If the singular form of a noun ends with an "e", simply add an s to the singular to form the plural. Example: kite-kites, astrolabe-astrolabes, bike-bikes, race-races.
- C) Most nouns that end in ch, sh, s, x, or z, form their plurals by adding an -es to the singular. Examples: brush-brushes, ax-axes, church-churches, dish-dishes, fox-foxes.
- D) If a noun ends in a "y", look at the letter directly before the ending "y". If that letter is a consonant, form the plural by changing the "y" to an "i" and then add -es. Examples: babybabies, hobby-hobbies, buggy-buggies, pony-ponies.
- E) If a noun ends in a "y" and the letter directly before that "y" is a vowel, just add an -s to the singular to form the plural. Example: toy-toys, convoy-convoys, day-days.
- F) Most nouns that end in an "o" form their plural by just adding an -s. Examples: radio-radios, studio-studios.

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G) Nouns ending in an "o" and having a consonant before the "o" most often form their plural by adding an -es to the singular form. Example: potato-potatoes (An exception to this rule is the noun piano, which forms its plural by just adding an -s. piano-pianos.)

H) If a noun ends in the letters "f" or "fe", it may form its plural by simply adding an -s. Sometimes the "f" or the "fe" is changed to a "v", and then an -es is added. There is no established rule to distinguish which method to use. Often you can determine the letters used to form the plural by saying the plural form slowly and by attempting to differentiate between the sounds. Examples: calf-calves, wife-wives, roof-roofs, bluff-bluffs, knife-knives.

I) A few nouns change their form completely to create their plural form. Examples: ox-oxen, footfeet, tooth-teeth, goose-geese, woman-women, mouse-mice.

J) Some nouns are the same for both the singular and the plural. Examples: trout-trout, sheep-sheep, salmon-salmon.

7. **Possessive Nouns**: A possessive noun shows ownership or possession. It may be either singular or plural possessive.

To form the singular possessive form of a noun, add an apostrophe and an -s to the singular form of that noun. Examples: girl-girl's, monkey-monkey's, kangaroo-kangaroo's.

To form the plural possessive form of a noun, look at how the regular plural of that noun ends. If the regular plural ends in an -s or an -es, simply add an apostrophe and an -s to the plural form to make the plural possessive. Examples: ducks-ducks', boys-boys', companies-companies'.

To form the plural possessive form of a noun whose regular plural form does **not** end in an -s or an -es, add an apostrophe and an -s to the original plural form. Examples: men-men's, children-children's, oxen-oxen's.

The last word in a compound noun is the word to which the apostrophe or other letters are added to form the possessive. If the plural form ends in an -s, just add an apostrophe to that last word.

If the plural of the last word of the compound noun ends in any other letter than an -s, add an apostrophe and an -s to the last word of the compound. Examples: the Boy Scouts' tents, the King of Scotland's house, the President of the United States' plane, and my sister-in laws' car.

Consider this phrase: the girl's homework. This phrase refers to **one** girl who has homework. The phrase, the girls' homework, refers to several girls who each have homework.

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PRONOUNS

A pronoun is a word that takes the place of a noun. The noun which the pronoun replaces is called an antecedent.

Consider this sentence: My mother said that she was exhausted. In this sentence, she is the pronoun. The pronoun "she" refers to mother, so mother is the antecedent.

Pronouns can be classified according to their type. Below is a listing of the major types of pronouns.

A) **Personal Pronouns**: These pronouns refer to people and to whom they talk or write. They can refer to the person who is speaking or writing. They can also refer to the person who is listening or reading or to the topic that is being written about or discussed. Personal pronouns can be classified into three persons: First Person, Second Person, Third Person.

First person pronouns refer to the person who is speaking or writing. They are used by the person who is speaking when he or she refers to himself. They can be either singular or plural.

First person singular pronouns: I, me, my, mine First person plural pronouns: we, us, our, ours

Second person pronouns refer to the listener or the reader. This is the person who is spoken to.

Second person singular personal pronouns: you, your, yours Second person plural personal pronouns: you, your, yours

Third person pronouns refer to the person, place, or thing that is being discussed. Third person singular personal pronouns: he, him, his, she, her, hers, it, its. Third person plural personal pronouns: they, them, their, theirs.

Consider this sentence: The book is not as interesting as its cover makes you think it will be. The pronouns in the above sentence are its, you, and it. *It* is a third person singular pronoun. *You* is second person singular, and *it* is third person singular.

Since David quit the scout troop, he has returned to visit us twice. In the above sentence, the personal pronouns are he and us. *He* is third person singular, and *us* is first person plural.

There are three cases of personal pronouns:

- 1. Nominative
- 2. Objective
- 3. Possessive

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Cases show the relationship between a pronoun's form and how it is used in the sentence.

Nominative Case: These personal pronouns are used as the subject or as a predicate pronoun. In the following sentences, the pronouns in the nominative case are underlined.

She raises worms.

It was he and I who finished the project.

Objective Case: These personal pronouns are used either as a direct object, indirect object, or the object of a preposition.

Doug broke <u>it</u>. (Direct Object)
Doug lent <u>me</u> a pencil. (Indirect Object)
Mary rode with <u>me</u>. (Object of the Preposition)

Possessive Case: These personal pronouns show ownership or possession. They are often placed before other nouns to show that ownership.

Nouns in the possessive case are never written with an apostrophe.

My dog licked his sore paw. Is that book mine?
Did you see her new bicycle?

The pronoun "who" is always used as a subject, so it is always in the nominative case. The pronoun "whom" is used either as a direct object, an indirect object, or an object of a preposition, so it is always in the objective case.

Examples:

Who is walking to the store?

John, whom the boss is promoting, is a hard worker.

B) **Demonstrative Pronouns**: These pronouns point out people, places, or things. There are four demonstrative pronouns. If you memorize these four pronouns, you will always be able to locate and recognize a demonstrative pronoun within a sentence.

Demonstrative Pronouns: this, that, these, those.

The pronouns "this" and "that" are singular, and they are used to point out one person, place, or thing. The pronouns "these" and "those" are plural, and they refer to more than one person, place, or thing.

Examples:

That dog is blocking the sidewalk.

I want to add these stamps to my collection.

C) **Interrogative pronouns** are used as the first word in a question. There are five interrogative pronouns.

Interrogative Pronouns: who, what, which, whose, who.

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Examples:

Whose book is this?

Whom did you wish to visit? What day will you arrive?

D) Relative Pronouns: These pronouns begin a subordinate clause, and they connect the clause to the rest of the sentence. (A subordinate clause is a group of words that can not stand alone as a sentence.)

Examples:

The insect climbed up the stalk of grass that was bent over by the wind.

She is the person who won the prize.

E) **Indefinite Pronouns**: These pronouns refer to people, places, and things, without specifically identifying which person, place, or thing it is. They can be either singular or plural.

Examples of singular indefinite pronouns: each, nobody, someone, anybody, something, anything, neither, somebody.

Examples of plural indefinite pronouns: both, few, many, others, several, all.

Indefinite pronouns are underlined in the following sentences:

Nobody wanted that last cookie.

All the boys participated.

You can have anything that you want.

When referring to pronouns, the word "number" designates if the pronoun is singular or if it is plural. The pronouns I, me, he, and she, are singular in number. The pronouns they, them, ours, and theirs are plural in number.