

# Quick English Sentences

## Writing Effective Sentences and Paragraphs



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# ***WRITING EFFECTIVE SENTENCES AND PARAGRAPHS***

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**Quick  
English  
Sentences**

**First Edition**

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# Part I Eight Parts of Speech

There are eight parts of speech in English: nouns, pronouns, adjectives, verbs, adverbs, prepositions, conjunctions, and interjections; each part of speech has a different function in the sentence.

## Function of each part of speech:

Part of Speech	Function in the Sentence
Noun	A noun acts as a subject or an object.
Pronoun	A pronoun acts as a subject or an object.
Adjective	An adjective modifies a noun.
Verb	A verb shows an action, a state or a situation.
Adverb	An adverb modifies an adjective, a verb, or another adverb.
Preposition	A preposition illustrates the relationship of the idea expressed in the prepositional phrase to the ideas expressed in the rest of the sentence.
Conjunction	A conjunction connects words, phrases, or clauses.
Interjection	An interjection conveys an emotion or a sentiment such as surprise, anger, disgust, joy, or excitement.

## Abbreviations used in this book:

Adjective: Adj

Adverb: Adv

Complement: C

Direct Object: DO

Gerund: Ving

Indirect Object: IO

Interjection: Interj

Intransitive Verb: Vi

Noun: N

Object Complement: OC

Object: O

Past Participle: PP

Preposition: Prep

Pronoun: Pron

Subject Complement: SC

Subject: S

Transitive Verb: Vt

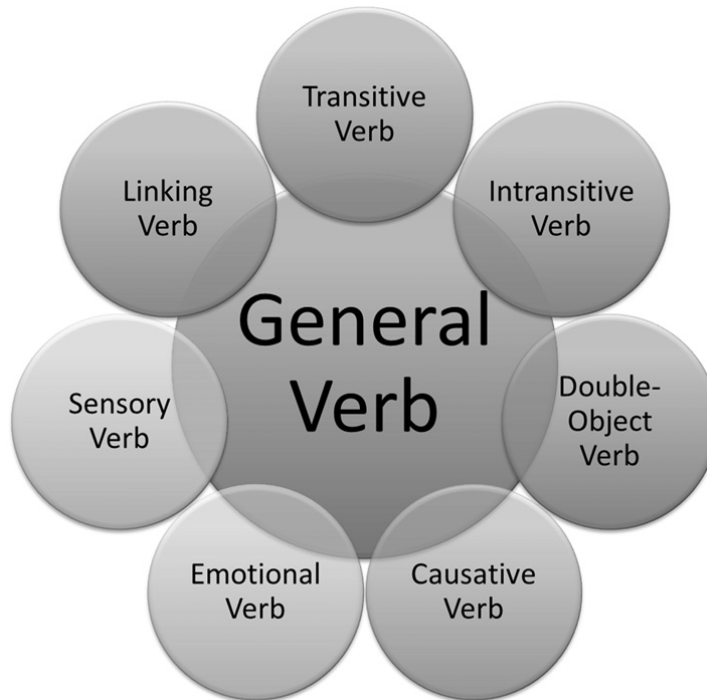
Verb Root: Vr

Verb: V

Does he agree to this arrangement?

### 3. General Verb:

Verbs that are neither **be** verbs nor auxiliary verbs are called general verbs. General verbs include:



**1) Transitive Verb:** A transitive verb is a verb that takes one or more objects. Most transitive verbs can be put into passive voice. However, a sentence written in the passive voice has more words and is more complex; the passive voice should be avoided. Example of transitive verbs:

abandon	advise	complement
accompany	choose	cultivate
accomplish	clarify	cure
accumulate	compile	curtail

**2) Intransitive Verb:** Intransitive verbs do not take objects. In general, intransitive verbs do not have passive voice. Examples of intransitive verbs:

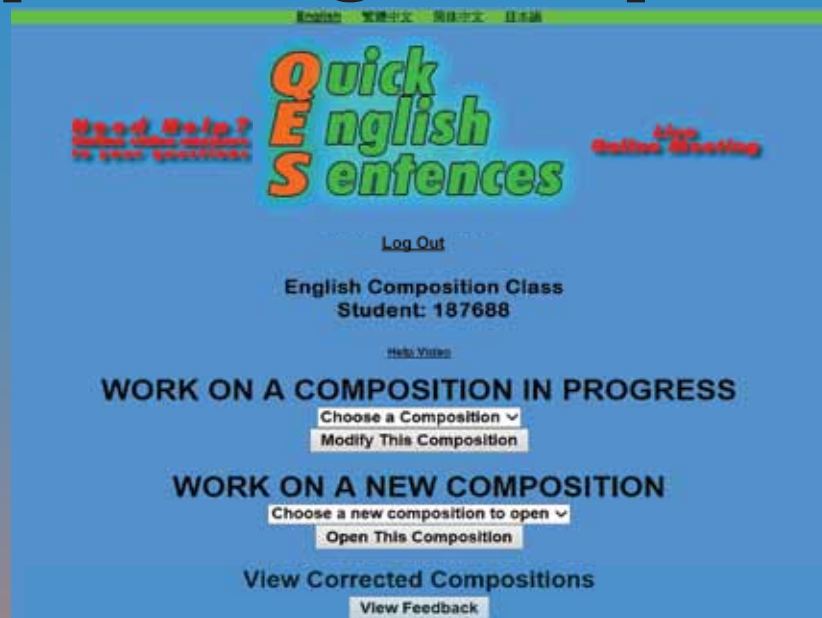
abstain	arise	belong
accord	arrive	billow
account	aspire	blink
adhere	awake	bloom
amount	bargain	blossom
apologize	bark	blunder
appear	battle	bristle

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