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# 1

# Alphabetical Order



Recall that the order in which letters appear in the alphabet is called the alphabetical order.

a-b-c-d-e-f-g-h-i-j-k-l-m-n-o-p-q-r-s-t-u-v-w-x-y-z

Words are arranged by looking at the order of their first letters.

cat    dog    elephant    frog    giraffe

1. Write the following words in the **alphabetical order**. One has been done for you.

a) sun, eye, car, top

car    eye    sun    top

b) wife, girl, uncle, aunt

\_\_\_\_\_

c) bird, beak, boat, bull

\_\_\_\_\_

d) hut, house, hen, hat

\_\_\_\_\_

e) dog, cat, rat, bat

\_\_\_\_\_

2. Complete the words below with the missing letters. Then arrange the words in the **alphabetical order** in your notebook. One has been done for you.

a) ta b le

b) do    key

c) cupbo    rd

d) win    ow

e) umbr    lla

f) so    a

g) f    ce

h)    hoe

i) p    cture

j) m    rning

k) pri    ce

3. Write the words in the **alphabetical order**. One has been done for you.

banana	pear	tomato	watermelon	apple
orange	strawberry	cherry	mango	lemon

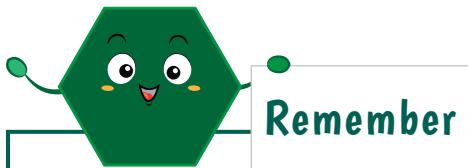
a) apple      b) \_\_\_\_\_

c) \_\_\_\_\_      d) \_\_\_\_\_

e) \_\_\_\_\_      f) \_\_\_\_\_

g) \_\_\_\_\_      h) \_\_\_\_\_

i) \_\_\_\_\_      j) \_\_\_\_\_



### Remember

Alphabetical order means to arrange letters and words in the order of the alphabet:

a b c d e f ...

4. Work in pairs. Take turns to say a letter from the alphabet. Your partner will say a word with the letter. Then it is your turn to do the same. Follow the example.



C

Calendar

M



A dictionary is a book that contains the meanings of words. In a dictionary, words are arranged in the alphabetical order.

5. Work in pairs. Make your mini dictionary with these words. First arrange them alphabetically. Then find their meanings. One has been done for you.

trousers | island | picnic | scarf | clown  
blanket | library | kitten

WORD	MEANING
blanket	a thick cover that keeps us warm in bed

Words in a dictionary are in **alphabetical order**. We look at the **first letter** of a word, but when two words have the same letter, we look at the **second letter**.

6. Put the words in the order you will find them in a dictionary. Follow the examples.

a) monkey zebra camel camel monkey zebra

b) winter summer autumn winter autumn summer

c) Spain Thailand Russia Spain Russia Thailand

d) cinema cafe museum cinema museum cafe

e) bike taxi bus bus taxi bike

Look and read.



butterfly



bear



bat



bowl

The first letter of these words is the same. To arrange these words in the alphabetical order, we look at their second letters: **u e a o**.

The alphabetical order of these letters is **a e o u**. So the alphabetical order of the words will be:

**bat**      **bear**      **bowl**      **butterfly**

## Vowels and consonants

**The letters a, e, i, o, u are vowels. All the other letters are consonants.**

Can you read these words?

ln      mg      bk

There are no **vowels** in these words. So we cannot read them. We need **vowels** to form words.

Read the same words with vowels now.



lion



mug



book

## Special letter

The letter **y** is special. Some words can be made without using vowels. Such words have the letter **y**.

Examples:

fly      sky      try      cry      my      fry      gym

Some words begin with the vowel letter **u** but have a consonant **y** sound.

Examples:

united      unicorn      university

7. Add the missing **vowels** to complete the words. The pictures will help you.



a) v \_\_\_ n



b) t \_\_\_ b



c) w \_\_\_ t



d) l \_\_\_ c k



e) m \_\_\_ \_\_\_ s e



f) b \_\_\_ r d



# Sentences



1. Read these groups of words. Underline the ones that are **sentences**.

One has been done for you.

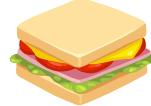
- a) purple grapes are The.
- b) The strawberry is very small.
- c) The watermelon has seeds.
- d) sweet The is apple.



**A sentence is a group of words that makes complete sense. A sentence always starts with a capital letter.**

2. Rearrange the following groups of words to make **sentences**.

- a) sandwich me for made Mum a



- b) dress bought a the shop Susan from



- c) loves Nina books read to



- d) watching Ravi television enjoys

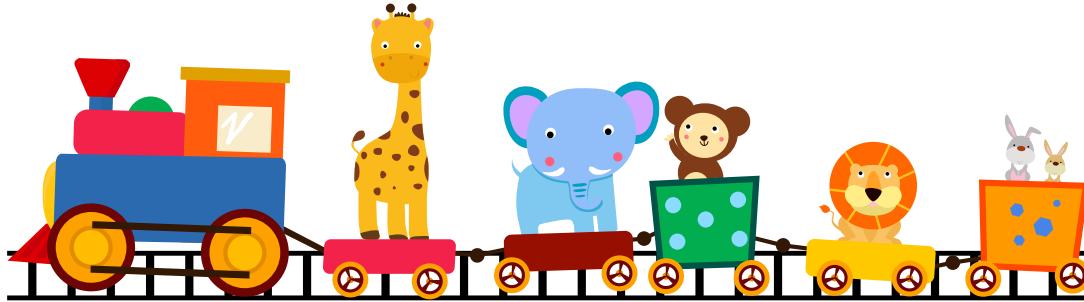


- e) is yellow colour favourite My



**Sentences that tell us something are called **statements**. Statements end with a **full stop**.**  
**Sentences that ask us something are called **questions**. Questions end with a **question mark**.**

3. Read the sentences given below. Tick **S** if the sentence is a **statement** and tick **Q** if it is a **question**. Add a full stop (.) or question mark (?) at the end.



a) Have you taken a train ride \_\_\_\_\_ S  Q

b) I take the train to go to Grandma's house \_\_\_\_\_ S  Q

c) Do you like to ride a train \_\_\_\_\_ S  Q

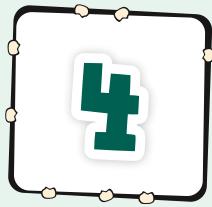
d) We often walk to the station \_\_\_\_\_ S  Q

e) Which animals are riding the train \_\_\_\_\_ S  Q

f) The animals are enjoying a lot \_\_\_\_\_ S  Q

Let us look at the rules for writing sentences:

- A sentence always begins with a capital letter.
- The word I is always written in capital.
- Names of people and places begin with a capital letter.
- Names of days, months, festivals, and holidays begin with a capital letter.
- Names of books and movies begin with a capital letter.



# Question Words



## Who and what

Read these sentences.

Who is this?



What is this?



We use **who** to ask questions about people.

Examples:

• Who is that?

That is my sister, Khushi.

• Who are you calling?

I am calling Rama.

We use **what** to ask questions about things.

Examples:

• What is that?

That is a dictionary.

• What are you watching?

I am watching an old film.

1. Read these sentences and write their **question words**. One has been done for you.

a) They are my teachers.

\_\_\_\_\_ who

b) It is a window.

\_\_\_\_\_

c) This is my brother.

\_\_\_\_\_

5. Look at the picture. Write questions for each of the statements given below. One has been done for you.

a) Where are the books?

The books are on the shelf.

b) \_\_\_\_\_

The lamp is on the table.

c) \_\_\_\_\_

The teddy bear is on the bed.



**We use *when* to ask questions about time.**

Examples:

- **When** is your birthday?  
My birthday is on 7 August.
- **When** does Tina study?  
Tina studies at 7 pm.

6. Write the questions for each of the statements given below.

a) \_\_\_\_\_

We went to the fair last evening.

b) \_\_\_\_\_

Reema's birthday is on 7 June.

c) \_\_\_\_\_

I am leaving for the airport tonight.

d) \_\_\_\_\_

Sam takes his son to the park every Sunday.

# 5

## Comma

Read this sentence.

Jen has **a pencil, a book, and a ruler** in her bag.

This sentence lists the things Jen has. She has:

a pencil      a book      a ruler



**When we write a list of three or more things in a sentence, we put a **comma (,)** after each item in the list. We do not put a comma after the last item.**

We put an **and** before the last item.

Examples:

- I had **two slices of bread, an egg, and a banana** for breakfast.
- She rode **the slide, the swing, and the seesaw** in the park.

**1. Read these sentences. The underlined words are the lists of items. Put **commas** in the correct places.**

a) I saw squirrels birds and frogs on my way.



b) I like to eat apples bananas and grapes.



c) Sam Andy Ron and John went for the trip with me.

d) The old man has sheep goats rabbits and horses on his farm.



e) Ann is wearing a dress with red green and yellow flowers.

## 6

## Nouns



Read these sentences.



**Fred** is sleeping.

I want to go to the **beach**.

This is a **dolphin**.

I want a **camera**.

**Fred** is the name of a person. **Dolphin** is the name of an animal. **Beach** is the name of a place. **Camera** is the name of a thing.

**The names of people, places, animals, and things are called naming words.**  
**Naming words are also called nouns.**

1. In each set of words, circle the words that are not nouns. One has been done for you.

a) monkey	tree	climb	jungle
b) school	Mini	teacher	goes
c) Sue	dancing	Ann	and
d) pen	paper	write	scissors
e) man	she	girls	boys
f) fast	car	train	bike

2. Read these sentences. Identify the underlined nouns as people, place, animal, or thing. One has been done for you.

a) The dog ran up the hill.

animal



b) She played with her brother.



c) We saw many animals at the zoo.



d) The bus stopped with a sudden jerk.

e) Frank went to school on his bicycle.

f) Alan plays the piano very well.

g) Benny's pet cat, Toffy, is very cute.



3. Underline the **nouns** in these sentences. There is more than one noun in each sentence. One has been done for you.

a) The book is on the table.

b) Nitu and Minu are dancing.

c) The boy is going to school.

1. Write **C** for **common nouns** and **P** for **proper nouns** in the blanks below.

a) teacher \_\_\_\_\_



b) Miss Jane \_\_\_\_\_

c) Snoopy \_\_\_\_\_



d) dog \_\_\_\_\_

e) tree \_\_\_\_\_



f) Coconut tree \_\_\_\_\_

g) Mickey \_\_\_\_\_



h) mouse \_\_\_\_\_

2. Underline the **common nouns** and circle the **proper nouns** in these sentences.

There is more than one noun in each sentence.

a) Mother baked a cake for Jane. Father took her for



a movie called A Toy's Story.



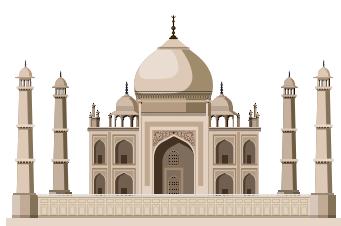
b) Tony and Sara went to the park with their grandma.

They saw fish in the nearby pond.



c) The park was near the Central Zoo.

They saw bears and tigers in the zoo.



d) Have you ever been to the Taj Mahal in Agra?

It was built by Shah Jahan.



e) This year Diwali is on a Sunday. School will remain closed on Monday too.

# 8

## Nouns: Singular and Plural



Look at these pictures.



one book



two books



one hand



two hands

**When a noun names only one person, place, animal, or thing, it is known as a singular noun.**

**When a noun names more than one person, place, animal, or thing, it is known as a plural noun.**

Plural nouns can be formed in many ways. Read the rules below to change singular nouns to plural nouns.

**Rule 1: We add an **-s** to singular nouns to make them plural.**

1. Complete the table with the **plural form** of the nouns. One has been done for you.



SINGULAR	PLURAL
apple	apples
table	
doctor	
car	



4. Complete the table with the **singular** or **plural** form of the nouns.

SINGULAR		PLURAL
a) 	dish	 
b) 		kisses  
c) 	mango	 
d) 		watches  
e) 	box	 

**Rule 3:** For singular nouns ending with **f** or **fe**, we change the **f** or **fe** to **-ves** to make them plural.

5. Complete the table with the **plural** form of the nouns. A few have been done for you.

SINGULAR		PLURAL
	leaf	leaves
	calf	calves
	thief	
	knife	knives
	wife	



For some nouns that end with **f**, the plural noun is formed by adding an **-s**.

SINGULAR	PLURAL
roo <b>f</b>	roo <b>f</b> s
chie <b>f</b>	chie <b>f</b> s

**Rule 4: For singular nouns ending with **y**, we change the **y** to **-ies** to make them plural.**

6. Complete the table with the **plural form** of the nouns. One has been done for you.

SINGULAR	PLURAL
 bab <b>y</b>	bab <b>ies</b> 
story	
candy	
mummy	

For some nouns ending with **y**, the plural noun is formed by adding an **-s**. In such words, the letter before **y** is always a vowel.

7. Complete the table with the **plural form** of the nouns. One has been done for you.

SINGULAR	PLURAL
boy	bo <b>y</b> s
toy	
tray	
key	

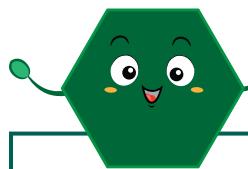
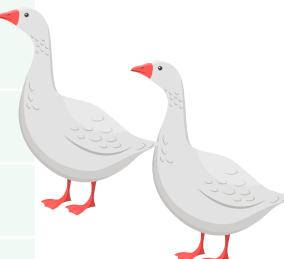


8. Tick (✓) the correct **plural noun** for each word.

SINGULAR	PLURAL
a) cherry	cherries <input type="radio"/>
b) tray	trays <input type="radio"/>
c) half	halfs <input type="radio"/>
d) life	lives <input type="radio"/>
	cherries <input type="radio"/>
	traies <input type="radio"/>
	halves <input type="radio"/>
	lifes <input type="radio"/>

**Rule 5: We make special changes to the spellings of some singular nouns to make them plural. Such words are called **irregular plurals**.**

SINGULAR	PLURAL
man	men
tooth	teeth
foot	feet
mouse	mice
goose	geese
child	children



**Remember**

- Most words become plural by adding an **-s**.
- We add **-es** to words ending with **s, ss, ch, sh, o, and x** to form plurals.
- When a word ends with **f or fe**, we change the **f or fe** to **-ves**.
- When a word ends with **y**, we change the **y** to **-ies**. When the letter before **y** is a vowel, we form the plural by adding an **-s**.
- Some words change completely to form plurals.

9. Write the **plural form** of the singular nouns.

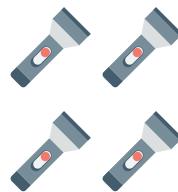
a) one foot      two \_\_\_\_\_



b) one house      three \_\_\_\_\_



c) one torch      four \_\_\_\_\_



d) one hand      five \_\_\_\_\_



e) one mouse      six \_\_\_\_\_



f) one glass      seven \_\_\_\_\_



g) one tomato      eight \_\_\_\_\_

