



శ్రీమథులత  
పబ్లికేషన్స్ వారి

# నాగ్ కెన్ ఇంగ్లీష్ కోర్స్

**SPOKEN ENGLISH COURSE**

**Level-4**



యోధుల సౌత్వీకరణయోజన

శ్రీ మధులత

# స్వకెస్ ఇంగ్లీష్ కోర్స్

(Level - 4)

యర్రా సత్యనారాయణ

మహాత్మాగాంధీ ఇన్స్టిట్యూట్ ఆఫ్ ఇంగ్లీష్

కంకటపాలెం - 522 317.



శ్రీమధులత  
పబ్లికేషన్స్

డోర్.నెం. 28-3-49, సంజీవయ్య కాలనీ, అరండల్పేట,

విజయవాడ-520 002. ఫోన్ : 0866 - 2434320

Sri Madhulatha  
**SPOKEN ENGLISH COURSE**  
**(LEVEL - 4)**

**YARRA SATYANARAYANA**  
Mahatma Gandhi Institute of English  
Kankatapalem - 522 317.

© PUBLISHERS

Latest Edition :  
**May, 2015**

Price : **70/-**

Cover Design & Type Setting :  
**Madhulatha Graphics, Vijayawada-2**

Printed At :  
**Vanaja Offset Printers**  
VIJAYAWADA-2.

Published by :  
**Sree Madhulatha Publications**  
28-3-49, Sanjeevaiah Colony,  
Arundalpet, Vijayawada - 520 002  
Ph : 2434320 (O) Cell : 94401 72936

## ముందుమాట

ఇది మా 'స్పొకెన్ ఇంగ్లీష్ కోర్స్' లో లెవెల్ -4. మీరు ఎంతో కార్యసాధన మీద... మీలో విజ్ఞానాన్ని బట్టి ఈ లెవెల్ కు చేరుకోగలిగారు.

అంటే - మీకు 50 శాతం పైగా ఇంగ్లీష్ మాట్లాడటం మీద పట్టు దొరికింది. ఇంగ్లీష్ మాట్లాడగలమా... లేదా.. అనే భయంగానీ... సంశయంగానీ తొలగిపోయాయి.

ఇలా మీరు... విజయ పథం వైపు పయనిస్తూ... చక్కని ఆత్మ స్థైర్యంతో ఈ లెవెల్ -4 ను చేరుకోగలిగారు.

ఎవరికైనా అనుకున్నది సాధిస్తున్నామనుకుని యాభై శాతం ముందుకు అడుగు వేస్తారో... వారిలో కార్యదీక్ష చాలా బలంగా వుంటుంది. ఆత్మస్థైర్యం కూడా బలంగా వుంటుంది. దీన్నెవరూ కృంగదీయలేరు.

ఈ లెవెల్ -4 లో మీరు.. అన్ని కాలాలకు సంబంధించిన వాక్యాలు మాట్లాడేటప్పుడు కావలసిన సహాయక క్రియలు గురించి, కాలాలను బట్టి ప్రశ్నలు వేయడంతో పాటు ఇంకా వీటికి సంబంధించిన విషయాలు నేర్చుకోవాలి.

ఇందులోనే... ముఖ్యంగా... 'లెటర్ రైటింగ్' గురించి మీరు బాగా నేర్చుకోవాలి.

మీలో రెట్టింపయిన ఉత్సాహాన్ని బట్టి ఈ 'లెవెల్'ను సఫలీకృతం చేసుకుని ముందుకు సాగండి!

- పబ్లిషర్స్

## విషయసూచిక

వ.నెం.	విషయము	పేజీ .నెం.
1.	Auxiliary verbs (సహాయక క్రియలు)	5
2.	Present Continuous tense 'What' Questions	72
3.	Present Perfect tense 'What' Questions	78
4.	Past Perfect Continuous tense 'What' Questions	82
5.	Past Indefinite 'What' Questions	84
6.	Past Continuous tense 'What' Questions	99
7.	Future Indefinite 'What' Questions	100
8.	Indirect Questions	104
9.	Would you Mind + Ing Form	106
10.	Conversation Practice	107
11.	Conversation Items	171
12.	Have to ప్రయోగం	176
13.	Causative Usages	177

## AUXILIARY VERBS (సహాయక క్రియలు)

ఇవి ప్రధాన క్రియ (Principal verb or Main verb) కు tense, voice లేదా mood ఏర్పడుటకు సహకరిస్తాయి. ఇవి ప్రధానంగా రెండు రకములు.

1) Primary Auxilary Verbs 2) Modal Auxilary Verbs.

**Primary Auxiliary Verbs :** ఇవి మూడు రకములు. 1) be 2) Have 3) Do

### 1. Be = ఉండు, అగు, అయి ఉండు

**Be** యొక్క క్రియా రూపనిష్పత్తి (**Conjugation**) : Be - was - been

**Be** యొక్క రూపములు :

- |                       |   |            |
|-----------------------|---|------------|
| 1) Present Tense      | : | am, is are |
| 2) Past tense         | : | was, were  |
| 3) Infinitive         | : | be         |
| 4) Past participle    | : | been       |
| 5) Present Participle | : | being      |

Be యొక్క Negative రూపములు : 1) am not, 2) is not, 3) are not, 4) was not, 5) were not, 6) not be, 7) not been 8) not being

Tense	Mood	Singular			Plural
		Person			Persons
		1	2	3	1, 2, 3
Present	Indicative	am	art*	is	are
	subjunctive	be	be	be	be
Past	Indicative	was	wast*	was	were
	subjunctive	were	wert*	were	were

\*ఈ రూపాలను Poetry, Bible వంటి రచనలందు ఉపయోగిస్తారు.

సాధారణంగా వాడుక భాష నందు ఉపయోగించరు.

Infinitive	Imperative	Present Participle	Perfect Participles
to be	be	being	having been

**Meanings (అర్థములు) :**

1. be = ఉండు, అగు, అయి ఉండు
2. being = అయి (ఉండి), అవుతూ
3. been = ఉండెను, ఉంటిని, ఉంటిమి, ఉన్నది, ఉండిరి
4. am = ఉన్నాను, అయి ఉన్నాను
5. is = ఉన్నది, అయి ఉన్నది, ఉన్నాడు, అయి ఉన్నాడు
6. are = ఉన్నాము, ఉన్నారు. ఉన్నవి, ఉన్నావు
7. was = ఉండెను, ఉంటిని, ఉన్నది, ఉంటివి, ఉండె
8. were = ఉంటిమి, ఉండిరి, ఉండినవి.

**ప్రధాన ఉపయోగములు :**

1. Continuous నిర్మాణములోను,
2. Passive Voice నిర్మాణములోను ఉపకరించును.

**Present Tense (వర్తమాన కాలము)**

Affirmative	Negative	Interrogative	Negative Interrogative
I am	I am not	Am I	Am I not
We are	We are not	Are we	Are we not
You are	You are not	Are you	Are you not
He is	He is not	Is he	Is he not
She is	She is not	Is she	Is she not
It is	It is not	Is it	Is it not
They are	They are not	Are they	Are they not

**NOTE :**

1. Affirmative ను Negative గా మార్చవలెనన్న Verb తర్వాత not ని చేర్చాలి.

Eg : I am .....I am not

2. Affirmative ని Interrogative గా మార్చవలెనన్న verb ని వాక్యం ముందునకు తీసుకువచ్చి, వాక్యం చివర ప్రశ్నార్థక చిహ్నం (?)ని ఉంచాలి.

Eg : We are ..... Are we?

3. Interrogative రూపములోని auxiliry verb నకు not ని చేర్చిన Negative Interrogative రూపము ఏర్పడుతుంది.

Eg : Are you ? ..... Are not you?

మినహాయింపు (Exception) :- Am I ? కి Am not I ? రాదు. Am I not గా వస్తుంది.

**Past Tense (భూతకాలము) :**

Affirmative	Negative	Interrogative	Negative Interrogative
I was	I was not	Was I?	Was not I?
We were	We were not	Were we?	Were not we?
You were	You were not	Were you?	Were not you?
He was	He was not	Was he?	Was not he?
She was	She was not	Was she?	Was not she?
It was	It was not	Was it?	Was not it?
They were	They were not	Were they?	Were not they?

**NOTE :**

1. Affirmative రూపానికి not ని కలిపిన Negative రూపము వస్తుంది.

Eg : I was ..... I was not

2. Affirmative ను Interrogative గా మార్చవలెనన్న Verb ను వాక్యం ముందుకు తీసికొని వచ్చి వాక్యం చివర '?' గుర్తును ఉంచాలి

Eg : She was ..... Was she ..... ?

3. Interrogative రూపములోని auxiliary verb నకు not ని చేర్చిన Negative Interrogative రూపము ఏర్పడుతుంది.

Eg : Was he ..... Was not he .....

**ఉపయోగములు :**

A. Principal Verb గా

1. ఇవి Subject తో పూరకము (complement) లను కలుపుతూ linking verbs గా పనిచేస్తాయి. అప్పుడు ఒక వ్యక్తి లేదా వస్తువును గురించిన సమాచారము తెలియజేయబడుతుంది.

**Examples :-**

(i) Nouns తో : 1. I am a student. (నేను విద్యార్థిని) 2. That is a bird (అదిపక్షి)

(ii) Adjectives తో 1. The roads were smooth. (రోడ్లు నునుపుగా ఉన్నాయి) They were happy (వారు సంతోషంగా ఉండిరి)

(iii) Adverbs తో : 1. I am here (నేను ఇక్కడ ఉన్నాను) 2. The hospital is there హాస్పిటల్ అక్కడ ఉన్నది)

- (iv) Adverbial phrases తో : The cow is in the field. (ఆవు పొలంలో ఉన్నది)
- (v) Infinitives తో Daniel is to retire next month (డేనియల్ వచ్చే నెలలో రిటైర్ కాబోతున్నాడు)

### Examples :-

1. God **is** = God exists దేవుడున్నాడు
2. I think therefore I **am** (exist)
3. ఆజ్ఞ (command) విన్నపము (request) తెలుపు వాక్యములందు

### Examples :-

1. **Be** off (ఇక్కడ నిలువక పో)
2. **Be** quiet please (దయచేసి నిశ్శబ్దంగా ఉండు)
4. నెల, వారము, తేదీలను తెలుపు వాక్యములందు

### Examples :-

1. What month **is** it ? (ఇది ఏ నెల?) It **is** May (ఇది మే నెల)
2. What day **is** it ? (ఈ రోజు ఏమిటి?) It **is** Saturday (ఈ రోజు శనివారం)
3. What **is** the date ? (తారీఖు ఏమిటి) It **is** the fourteenth of May (ఇది మే 14 వ తేది)
5. కాలం, వయస్సులను తెలుపు వాక్యములందు

### Examples :

1. What time **is** it ? (టైమ్ ఎంతయింది?) It **is** 11<sup>o</sup> Clock (11 గంటలయింది)
2. How old **are** you ? I **am** fifteen years old (నా వయస్సు 15 సం॥లు)
3. How old **is** that tower ? (ఆ టవర్ వయస్సు ఎంత?) That tower **is** 950 years old. (ఆ టవర్ 950 సం॥లు నాటిది)

గమనిక : వస్తువుల వయస్సును తెలుపునప్పుడు old అను పదమును తప్పనిసరిగా వాడాలి.

### Examples :

1. It **is** very hot today. (ఈ రోజు చాలా వేడిగా ఉన్నది)
2. It will **be** foggy tomorrow (రేపు మంచుగా ఉండవచ్చు)
3. There **was** a lot of rain last night (గత రాత్రి చాలా వర్షం పడింది)
4. It has **been** a very bad winter (ఇది చాలా చెడ్డ చలికాలం)

7. దూరము, పరిమాణము, బరువు, ధరలను తెలుపు వాక్యములందు

**Examples :**

1. How far **is** it to Guntur ? (ఇది గుంటూరుకు ఎంత దూరం?) It is fifty Kilometers (50 కి.మీల దూరం)
  2. How tall **are** you? (నీవు ఎంత పొడవు) I am 1.95 meters (నేను 1.95 మీటర్లు)
  3. How high **is** that tower ? (ఆ టవర్ ఎంత ఎత్తు?) That is sixty meter high (అది 60 మీటర్ల ఎత్తు)
  4. How much **is** it ? (ఇది ఎంత?) It **is** sixty rupees (ఇది 60 రూపాయలు)
  5. **Is** it expensive to go to Bombay ? (బొంబాయికి వెళ్ళటం ఖరీదైనా?)
8. సలహాలను మరియు అభిప్రాయములను, భౌతిక మరియు మానసిక స్థితులను తెలుపు వాక్యములందు

**Examples :**

1. It **is** easy to read (ఇది చదవటానికి సులభం)
  2. **Is** it better to be early ? (ముందుగానే రావడం మంచిదేనా?)
  3. I **am** very well (నేను చాలా బాగుగా ఉన్నాను)
  4. I **am** furious (నేను కోపంగా ఉన్నాను)
9. వాక్యంలోని clause ను replace (స్థాన మార్పిడి) చేయుటకు It తో బాటు 'b' రూపాన్ని ఉపయోగిస్తారు.

**Example :**

That he will leave the club **is** hoped  
It is hoped that he will leave the club

10. "It + is / was + Adjective" అను నిర్మాణము Infinitive తో బాటు వస్తుంది.

**Example :**

It **is** lovely to see so much open country  
to see so much open country **is** lovely

11. hard, easy, difficult, impossible, awkward మొదలగు adjectives తర్వాత Infinitives ఉపయోగించవచ్చు. Adjectives కి ముందు be రూపం వస్తుంది.

**Example :**

1. Her actions **are** impossible to justify
2. This book **is** easy to read
3. This cycle **is** hard to park here

## 12. క్రింది వాక్యములను నేర్చుకోండి.

1. It **is** time for you to go to the bazar
2. There **is** nothing to be done.
3. There **is** a long way to go still.
4. A dog **is** in the room - There is a dog in the room

### B. Auxiliary Verb

1. Continuous tenses ఏర్పడుటలో be రూపములు ప్రముఖ పాత్ర వహిస్తాయి.

#### Examples :

1. I **am** waiting for a taxi.
  2. She may **be** coming soon.
  3. Mary could **be** hiding somewhere.
  4. Margaret has **been** passing through a black period.
  5. The boys have **been** making noise since first bell.
2. Passive Voice నిర్మాణములో be రూపములు ఉపకరిస్తాయి.

#### Examples :

1. He will be arrested by me.
  2. These blades were sharpened by a special process.
  3. Gupta was seen crossing the street by them.
3. **Infinitive** ఉన్న వాక్యములందు పథకము, అమరిక, ఏర్పాటు, ఒప్పందములను తెలుపుటకు

Eg : 1 :- I am to see her tomorrow.

## II. HAVE = కలిగియుండు

Have యొక్క రూపాలు: has, have, had, having

Have యొక్క Negative రూపాలు : has not, have not, had not, not having

Have యొక్క క్రియా రూప నిష్పత్తి : (Conjugation) : have - had - had.

#### Meanings :

- a) Have = కలిగియుండుట, కల్గియున్నాను, కలిగియున్నాడు, కలిగియున్నవి, కలిగియున్నావు, కలిగియున్నాను.
- b) Has = కలిగియున్నాడు, కలిగియున్నది.

- c) Had = కలిగియుంటిని, కలిగి ఉంటిమి, కలిగియుండిరి, కలిగియుంటివి  
కలిగియుండెను, కలిగియుండెను.
- d) Having = కలిగియున్న, కల

ప్రధాన ఉపయోగములు :

1. Perfect Tense నిర్మాణంలోను, Eg : I have cut my finger 2) కలిగియుండుట  
అను అర్థంలో ప్రధాన క్రియగా **Eg : I have a watch**

Tense	Mood	Singular			Plural
		1st person	2nd person	3rd person	1, 2, 3 person
Present	Indicative	have	hast ✱	has	have
	Subjective	have	have	have	have
Past	Indicative	had	hadst ✱	had	have
	Subjective	have	hadst ✱	had	had

✱ ఈ రూపాలను Petry, Bible వంటి రచనలందు ఉపయోగిస్తారు. సాధారణంగా  
వాడుక భాషలో ఉపయోగించరు.

Infinitive	Imperative	Present participle	Perfect participle
to have	have	having	having had

**Perfect Tense (వర్తమాన కాలము) :**

Affirmative	Interrogative	Negative	Negative Interrogative
I have	Have I ?	I have not	Have I not ? (haven't I?)
You have	Have you ?	You have not	Have you not (haven't you?)
He has	Has he ?	He has not	Has he not (Hasn't he?)
We have	Have we ?	We have not	Have we not (Haven't we?)
They have	Have they?	They have not	Have they not (Haven't they?)

**NOTE :** 1. Affirmative రూపానికి not ని కలిపిన Negative రూపం వస్తుంది.

Eg : She has + not ..... She has not

2. Affirmative ని Interrogative గా మార్చవలెనన్న Verb ని ముందుకు  
తీసికొనివచ్చి, చివరన ‘?’ గుర్తును ఉంచవలెను.

Eg : It has ..... Has it?

3. Negative Interrogative రూపము రావలెనన్న Interrogative రూపములోని  
Subject ప్రక్కన not ఉంచాలి.

Eg : Has she ? ..... Has she not. లేదా verb (Auxiliary) ప్రక్కన  
కూడా not ని ఉంచవచ్చు.

Eg : Have you ? ..... Haven't you ?

**Past tense :**

Affirmative	Interrogative	Negative	Negative Interrogative
I had	Had I ?	I had not	Had I not ? (hadn't I?)
You had	Had you?	You had not	Had you not ? (Hadn't you?)
He had	Had he ?	He had not	Had he not ? (Hadn't he?)
She had	Had she ?	She had not	Had she not? (Hadn't she?)
It had	Had it ?	It had not	Had it not? (Hadn't it?)
We had	Had we ?	We had not	Had we not? (Hadn't we?)
They had	Had they ?	They had not	Had they not? (Hadn't they?)

**NOTE :** 1 Affirmative రూపానికి not ని కలిపిన Negative రూపము వస్తుంది.

Eg : She had ..... She had not.

2. Affirmative ని Interrogative గా మార్చవలెనన్న verb ని ముందుకు తీసికొనివచ్చి చివరన “?” గుర్తు ఉంచవలెను.

Eg : He had ..... Had he ?

3. Negative Interrogative రూపము రావలెనన్న Interrogative రూపములోని Subject ప్రక్కన not ని ఉంచాలి.

Eg : Had it ? ..... Had it not ?

లేదా verb ప్రక్కన కూడా not ని ఉంచవచ్చు.

Eg : Had you ? ..... Hadn't you ?

**USES (ఉపయోగములు) :**

**(A) Principal Verb గా**

**1. కలిగియుండుట అను అర్థములో :**

- i) Has the monkey a tail ? (ఆ కోతికి తోక ఉన్నదా?)
- ii) She has a bad cold. (ఆమెకు ఎక్కువ జలుబు చేసింది)
- iii) I have had this pen for six years.  
(నేను ఈ కలాన్ని 6 సం॥ల నుండి కల్గియున్నాను)
- iv) They are having a party for their friends.  
(వారు తమ స్నేహితుల కొరకు విందు ఏర్పాటు చేస్తున్నారు)
- v) I suppose they have gold plates to eat on and jewelled glasses to drink from. (వారు తినటానికి బంగారు పళ్ళెములు, త్రాగటానికి ఆభరణపు గ్లాసులు కలిగియున్నారని నా ఊహ)

vi) We have an English lesson everyday.

(మాకు ప్రతిరోజు ఇంగ్లీష్ క్లాసు ఉన్నది)

2. అనుభవజ్ఞత, అందుకొనుట, తీసికొనుట అను అర్థములతో

Eg :- (i) She had a heart attack. (అనుభవజ్ఞత)

(ii) I had cable from my father in London.

(అండన్లో గల మా నాన్న నుండి కేబుల్ అందినది)

(iii) We have supper at 9.20 P.M.

(మనము రాత్రి 9.20 కి భోజనము చేస్తాం)

3. దిగువ వాక్యములను గమనించండి :

1. Has he a house of his own? (అతనికి స్వంత ఇల్లు ఉన్నదా?)

2. Have they any children? (వారికి పిల్లలు ఉన్నారా?)

3. They are having a party tomorrow. (రేపు వారికి పార్టీ ఉన్నది)

4. I am having my bath. (నేను స్నానం చేస్తున్నాను)

5. I had a lot of trouble with my children.

(నా పిల్లలతో నేను చాలా ఇబ్బంది పడుతున్నాను)

6. I have a dislike for cigars. (సిగరెట్లంటే నాకు అయిష్టము)

7. Have you had your food? (నీవు భోజనం చేశావా?)

(B) Auxiliary Verb గా

1. Perfect, perfect continuous tenses నిర్మాణమందు

Eg : I have completed my work.

(నేను నాపనిని పూర్తి చేశాను)

2. I had heard of this before.

(నేను దీనిని ఇంతకుముందే విన్నాను)

3. A lot of time has been wasted by us.

(మనచే చాలా సమయం వృధా చేయబడినది)

4. I have forgotten your book.

(నేను నీ పుస్తకం మరచిపోయాను)

5. Sheela will have been waiting all day for you.

(నీ కోసం షీలా రోజంతా వేచి ఉంటూనే ఉంటుంది)

6. I have been feeling unwell all day.

(రోజంతా నేను బాగుగా లేను)

## 2. Infinitive రూపంతో ఉన్నప్పుడు విధి లేదా బాధ్యతను తెలుపును.

Eg : 1. Mary had to return yesterday. (మేరి నిన్న తిరిగి వచ్చి ఉండాల్సింది)

2. He has to appear in court today.  
(ఈ రోజు అతడు న్యాయస్థానంలో హాజరవ్వాలి ఉన్నది)
3. I have to be there by 6° Clock.  
(నేను ఆరింటికల్లా అక్కడ ఉండాల్సి ఉంది)
4. At what time has she to go to the officer  
(ఆమె ఆఫీసుకు ఏ టైంకి వెళ్ళాలి)
5. Have we to go to the school even on a holiday?  
(మనం స్కూలుకు సెలవు రోజు కూడా వెళ్ళాలి ఉందా?)
6. Do you have to work on Sundays?  
(నీవు ఆదివారాలు పని చేయాలా?)

## 3. తీసికొనుట, అనుభవము, త్రాగుట, తినుట, అందుకొనుట, ఉపయోగించుట అను అర్థములతో

Eg : 1. Did you have a sound sleep ? (నీవు గాఢ నిద్రపోయావా?)

2. Do you have a bath now? (నీవు ఇప్పుడు స్నానం చేశావా?)
3. Will you have a cigar? (నీకు చుట్ట ఉన్నదా?)
4. I did not have much difficulty in finding your room.  
(నీ గదిని కనుక్కోవడానికి నేను అట్టే కష్టపడలేదు)
5. How often do you have letters from your brother?  
(నీ సోదరుడి నుండి ఉత్తరాలు ఎంత తరచుగా వస్తాయి?)
6. At what time to you have supper?  
(నీవు ఏ టైమ్ కి రాత్రి భోజనం చేస్తావు?)

Eg : 1. I don't have to go to office on holidays.

(నేను సెలవు రోజుల్లో ఆఫీస్ కు వెళ్ళాల్సిన అవసరం లేదు)

2. I haven't to go to office today. (ప్రత్యేక సందర్భం)
3. Do you have to get up early? (నీవు పెందలకడనే లేవాలా)
4. Have you get up early tomorrow morning ?  
(రేపు ఉదయం పెందలకడనే లేవాలా?)

5. Have + Object + Past participle నిర్మాణంలో - శుభ్రతను తెలుపుటకు

Eg : I had my car cleaned. (నా కారు శుభ్రం చేయబడింది)

## మరొక అర్థములో

Eg :1. He had his hair cut (అతడికి క్షవరం చేయబడింది)

2. He had cut his hair. (స్వయంగా)

### 'To have' main verb గా

Present perfect	Past perfect	Future perfect
I have a watch	I had a watch	I shall have a watch
You have a watch	You had a watch	You will have a watch
He has a watch	He had a watch	He will have a watch
She had a watch	She had a watch	She will have a watch

### 'To have' Auxiliary Verb

Present perfect	Past perfect	Future perfect
I have written a novel	I had written a nove	I shall have written a novel
You have written a novel	you had written a novel	you will have written a novel
He has written a novel	He had written a novel	He will have written a novel
She has written a novel	She had written a novel	She will have written a novel
We have written a novel	We had written a novel	We shall have written a novel
They have written a novel	They had written a novel	They will have written a novel

### III. DO = చేయు

**Do** యొక్క రూపాలు : does, do, did, (doing, done)

**Do** యొక్క Negative రూపాలు : does not, do not, did not

**Do** యొక్క క్రియా రూపనిష్పత్తి (Conjugation) : do - did - done.

### Meanings

- does = చేయును, చేస్తాడు, చేస్తుంది
- do = చేయుట, చేయు
- did = చేసితిని, చేసితివి, చేసితిరి, చేసితిమి, చేసినది, చేసినాడు
- doing = చేయుచూ
- done = చేసితిని, చేసితిమి, చేసితివి, చేసితిరి, చేసినది, చేసినాడు

### ప్రధాన ఉపయోగములు :

- ప్రశ్నా వాక్యములు, వ్యతిరేక అర్థము గల వాక్యము (negative sentences) లను తయారు చేయుటకు
- స్వంత అర్థం గల ప్రధాన క్రియగాను, Eg : She does her work thoroughly.

Tense	Singular			Plural
	1	2	3	
Present	do	doest *	does	do
past	did	didst *	did	did

\* ఈ రూపాలను poetry, Bible వంటి రచనలందు ఉపయోగిస్తారు. సాధారణంగా వాడుక భాషలో ఉపయోగించరు.

Infinitive	Imperative	Present participle	Perfect participle
todo	do	doing	having done

### Present Tense (వర్తమాన కాలము)

Affirmative	Negative	Interrogative	Negative Interrogative
I do	I don't	Do I?	Don't? (Do I not)
We do	We don't	Do we?	Don't we (Do we not)
You do	You don't	Do you?	Don't you? (Do you not)
He does	He doesn't	Does he?	Doesn't he?(Does he not)
She does	She doesn't	Does she?	Doesn't she?(Does she not)
It does	It doesn't	Does it?	Doesn't It? (Does it not)
They do	They don't	Do they?	Don't they? (Do they not)

### Note :

1. Affirmative రూపమునకు 'not' ని కలిపిన Negative రూపము ఏర్పడును  
Eg : I do ..... I do not.

2. Affirmative రూపములోని verb ను ముందుకు తీసికొనివచ్చి చివర ప్రశ్నార్థక చిహ్నమును ఉంచిన Interrogative రూపము ఏర్పడును.  
Eg : We do ..... Do we ?

3. Interrogative రూపములోని verb తర్వాతగాని, subject తర్వాతగాని 'not' ని ఉంచిన Negative Interrogative రూపం ఏర్పడును.  
Eg : Do they? ..... don't they?, do they not ?

### Past tense (భూతకాలము)

Affirmative	Negative	Interrogative	Negative Interrogative
I did	I did not	Did I?	Did I not or Didn't I?
We did	We did not	Did we?	Did we not? or Didn't we?
You did	You did not	Did you?	Did you not? or Didn't he?

He did	He did not	Did he?	Did he not? or Did n't he?
It did	It did not	Did it?	Did it not? or Didn't it?
They did	They did not	Did they?	Did they not/ or Didn't they?

**Note :**

1. Affirmative రూపానికి not ని చేర్చిన Negative రూపం ఏర్పడుతుంది.

Eg : We did ..... We did not.

2. Affirmative రూపములోని verb ను వాక్యం ముందుకు తీసికొని వచ్చి చివర “?” గుర్తును ఉంచవలెను.

Eg : I did ..... Did I?

3. Interrogative రూపములోని verb తర్వాతగాని, subject తర్వాత గాని, not ని ఉంచిన Negative Interrogative రూపము ఏర్పడును.

Eg : Did you? ..... Did you not or Didn't you?

**USAGE (ప్రయోగము)**

**(A) Principal Verb గా**

1. చేయుట, నెరవేర్చుట అను అర్థములలో

Eg : 1. Do as I told you yesterday. (నీకు నేను నిన్న చెప్పినట్లు చేయి)

2. Do what I say. (నేను ఏమిచేస్తానో దానిని నీవుచేయుము)

3. She does the work (ఆమె పని చేస్తుంది)

4. You do this work (నీవు ఏ పని చేయుము)

5. I did this work well (నేను ఈ పనిని బాగుగా చేశాను)

6. He did not do the whole work (అతడు పూర్తిపనిని చేయలేదు)

7. What are you doing now? (నీవు ఇప్పుడు ఏమిచేస్తున్నావు?)

8. What does she do in the evenings?

(ఆమె సాయంకాలాలలో ఏమి చేస్తుంది?)

9. How do you do? (కులాసాయేనా)

10. How did you do it? (దీనిని నీవు ఎలా చేశావు?)

11. Can't you do it by yourself? (నీవు స్వయంగా దీనిని చేయలేవా?)

12. We did what she asked us to do

(ఆమె మమ్మల్ని ఏమి చేయమన్నదో దాన్ని చేశాము)

13. Did the boy have any extra income?

(ఆ బాలునికి ఏదైనా అదనపురాబడి ఉండినదా?)

## Auxiliary verb గా

### 1. Interrogative వాక్యములను నిర్మించుటకు

Eg : She plays tennis well. Does she play tennis well?

(ఆమె టెన్నిస్ చక్కగా ఆడుతుంది. ఆమె టెన్నిస్ చక్కగా ఆడుతుందా?)

2. I saw it. Did I see it ? (దీనిని నేను చూశాను, దీనిని నేను చూశానా?)

3. Do you know where Daniel lives ?

(డేనియల్ ఎక్కడ నివసిస్తున్నాడో నీకు తెలుసా?)

4. Do you chew pan ? (నీవు కిళ్ళీ నములుతావా?)

### 2. Negative వాక్యములను నిర్మించుటకు

Eg : 1. I want a cook I don't want a cook

2. I saw it last month I did not see it last month

3. I did not do what you asked me to do.

### 3. ఒక సాధారణ వాక్యమును నొక్కి(stress) చెప్పుటలో

Eg : I go now I do go now

2. They say so They do say so

3. I saw him last night. I did see him last night.

### 4. క్రితం వాడబడిన verb ను మరల వాడకుండా do రూపాల్ని ఉపయోగిస్తారు.

Question tags లో ఇవి ప్రధాన పాత్ర వహిస్తాయి.

1. Who invented radio? Marconi did. (రేడియోని ఎవరు కనుగొన్నారు? మార్కోని కనుగొన్నాడు)

2. She came here yesterday, didn't she? (ఆమె నిన్న ఇక్కడకు వచ్చింది, రాలేదా?)

3. She walks more than you do (walk) (ఆమె నీకన్నా ఎక్కువ నడుస్తుంది)

4. You don't smoke, do you? (నీవు పొగత్రాగవు, త్రాగుతావా?)

5. Do you know her? Yes, I do (ఆమె నీకు తెలుసా? అవును, తెలుసు)

6. I eat fish and so do you ? (నేను చేపలు తింటాను, మరినీవు?)

### 5. ఆహ్వానము, వేడికోలు, భోదించుట, సలహా, విజ్ఞప్తి మొదలగు వానిని నొక్కి చెప్పుటకు.

Eg : 1. Do be quiet (నిశ్శబ్దంగా ఉండు)

2. Do go and see her tomorrow (వెళ్ళి రేపు ఆమెను చూడు)

3. Do come in (లోనికి రా)

4. Do come with us (మాతో రా)

5. Do come and dine with me. (వచ్చి నాతో భోజనం చేయి)
6. Do see that picture. (ఆ సినిమా చూడు)
7. Do spare an hour for me. (నాకోసం ఒకగంట వెచ్చించు)

**6. To లేని Infinitive తో 'do' వాక్యంలో వస్తుంది.**

1. I don't know what you say. (నీవు చెప్పేదేమిటో నాకు తెలియదు)
2. She does not hate me (ఆమెనన్ను ద్వేషించదు)
3. Did he read it. (దీనిని అతడు చదివినాడా?)
4. I don't know where he was. (అతడు ఎక్కడ ఉన్నాడో నాకు తెలియదు)
5. I don't know when he came. (అతడు ఎప్పుడు వచ్చాడో నాకు తెలియదు)

**"To Do" main verb గా**

Present tense	Past tense	Future tense
I do my work	I did my work	I shall do my work
You do your work	You did your work	You will do your work
She does her work	She did her work	She will do her work
He does his work	He did his work	He will do his work
We do our work	We did our work	We shall do our work
They do their work	They did their work	They will do their work

**To do auxiliary verb గా Questions నందు**

Present	Past
Do I read well?	Did I read well?
Do you read will?	Did you read well?
Does she read well?	Did she read well?
Does he read well?	Did he read well?
Do they read well?	Did they read well?

**To do auxiliary verb గా Emphasis నందు**

Present	Past
I do see the film	I did see the film
You do need rest	You did need rest
She does work hard	She did work hard
He does work hard	He did work hard
They do play well	They did play well

**Note :** Emphasis రూపముల (Present, past) లోని సహాయక క్రియ తర్వాత  
 not ని చేర్చిన Negative రూపము ఏర్పడుతుంది.

Eg : I do see the film ..... I don't see the film.

## 2. MODAL AUXILIARIES

ఇవి మొత్తం 9 ఉన్నాయి.

**1. SHALL :** దీని రూపాలు shall, should

Meanings : 1) Shall = వలెను, ఉను, ఉము 2) should = ఆలి (you should go = నీవు వెళ్ళాలి)

Tense	Singular			Plural
	Ist person	IInd person	IIIrd person	1, 2 & 3 person
Present	shall	shall, shalt	shall	shall
Past	should	should, shouldst	should	should

**Note :** IInd person లో చూపిన shall, shouldst రూపాలను Bible, poetry లందు ఉపయోగిస్తారు.

Affirmative	Negative	Interrogative	Negative Interrogative
I shall	I shall not	shall I?	shall not I ?
We shall	we shall not	shall we ?	shall not we ?
You shall	you shall not	shall you?	shall not you ?
He shall	he shall not	shall he?	shall not he ?
They shall	they shall not	shall they?	shall not they ?

### USES OF SHALL :

1. Shall ని Ist person తో ఉపయోగించునప్పుడు కేవలం సామాన్య భవిష్యత్ కాలమును తెలుపుతుంది.

#### Examples :

I shall come tomorrow (నేను రేపు వస్తాను)

I shall go to Bombay next month (నేను వచ్చే నెలలో బొంబాయి వెళ్తాను)

I shall reach Chennai most probably by Sunday

(నేను బహుశా ఆదివారానికి చెన్నై చేరుకుంటాను)

I shall finish it before evening

(నేను దీనిని సాయంత్రానికి ముందే పూర్తి చేస్తాను)

I shall leave for Chennai this evening

(నేను ఈ సాయంత్రం చెన్నైకు వెడలుతున్నాను)

I shall be thirty five next week (నాకు వచ్చే వారానికి 35 ఏండ్లు)

I shall be in touch with him again shortly

(నేను త్వరలో మరల అతనితో సంబంధం కలిగి ఉంటాను)

I shall not be able to help you again

(నేను మరల నీకు సహాయం చేయలేను)

We shall discuss the matter with the president

(మనం ప్రెసిడెంట్‌తో ఈ విషయాన్ని చర్చిద్దాము)

We shall know the results next week

(వచ్చే వారం మనకు ఫలితాలు తెలుస్తాయి)

Shall I open the door ? (తలుపు తెరిచేదా?)

2. I, we తో నున్న questions నందు shall ని ఉపయోగించిన ఇవ్వబోవుటను, చేయబోవుటను, ఇష్టపడుటను లేదా సలహాలను తెలుపును.

### Examples :

Shall I wait for you ? (నీ కోసం వేచి ఉండేదా?)

Shall I sit down here ? (నేను ఇక్కడ కూర్చునేదా?)

Shall I report the matter ? (నేను ఆ విషయాన్ని ఫిర్యాదు చేయనా?)

Shall I shut this window ? (నేను ఈ కిటికీ మూసేదా?)

Shall I take an egg ? (నేను ఒక గ్రుడ్డు తీసుకునేదా?)

Shall I buy ten - rupee tickets for the show?

(నేను షోకి 10 రూపల టికెట్స్ కొనేదా?)

Shall I post this letter for you ? (ఈ ఉత్తరాన్ని నీ కొరకు పోస్ట్ చేసేదా?)

Shall I bring him a cup of coffee? (నేను ఒక కప్పు కాఫీని అతనికి తెచ్చేదా?)

Shall I carry your bags for you? (నీ కొరకు నీ సంచులు నేను మోసేదా?)

Shall we go out this evening ? (మనం ఈ సాయంత్రం బయటకు వెళదామా?)

Shall we go for a walk ? (నడకకు వెళదామా?)

Shall we go on to question no. 26 ? (మనం 26వ ప్రశ్నకు వెళదామా?)

Shall we take an auto ? (మనం ఆటో ఎక్కుదామా?)

Shall we help you to solve this problem ?

(ఈ ప్రాబ్లం సాల్వ్ చేయడానికి మీకు మేము సాయం చేసేమా?)

What shall we do ? (మనం ఏమి చేద్దాం?)

Where shall I put this soap-box? (ఈ సబ్బు పెట్టెను ఎక్కడ పెట్టేది?)

Which pen shall I buy ? (ఏ కలాన్ని నేను కొనాలి?)

How shall I cook it ? (దీనిని నేను ఎలా వండేది?)

**3. Coloured or Jussive Future Tense :** Shall ని IInd మరియు IIIrd persons తో ఉపయోగించినప్పుడు అవి కేవలం Future Tense ని తెలుపుటయే గాక మాట్లాడువాని యొక్క స్థిర నిర్ణయము (determination), ఆజ్ఞ (command) వాగ్దానము (promise) బెదిరింపు (threat) తప్పనిసరి (certainty) మొదలగు భావనలను తెలియచేయును.

**Examples : Determination (స్థిర నిర్ణయము) :**

You shall obey me as long as you work here.

(ఇక్కడ నీవు పని చేసినంత కాలం నాకు బద్దుడవై యుండాలి)

You shall go out of my sight (నా కళ్ళ ఎదుట నుండి వెళ్ళిపో)

You shall apologise for your rude behaviour.

(నీ దురుసు ప్రవర్తనకు నీవు క్షమాపణ కోరుకోవాలి)

Nothing shall prevent me from doing so.

(ఆ విధంగా చేయడానికి నన్ను ఏ శక్తి అడ్డగించదు)

**Examples - command (ఆజ్ఞ) :**

You shall pay the fine (నీవు జరిమానా చెల్లించాలి)

You shall apologise to the teacher at once.

(నీవు వెంటనే టీచరుకు క్షమాపణ చెప్పాలి)

You shall do it. whether you like it or not.

(నీకు ఇష్టం ఉన్నా లేకున్నా నీవు దీనిని చేయాలి)

You shall not enter my room again.

(నీవు మరల నా గదిలోనికి ప్రవేశించవద్దు)

You shall not make a noise. (నీవు శబ్దం చేయకూడదు)

You shall leave immediately. (నీవు వెంటనే వెళ్ళిపోవాలి)

You shall finish the work by 6 p.m.

(సాయంత్రం 6 గం||ల కల్లా నీవు పని పూర్తి చేయాలి)

You shall not leave without my permission.

(నా అనుమతి లేకుండా నీవు వెళ్ళవద్దు)

You shall not tell lies. (నీవు అబద్ధాలు చెప్పరాదు)

He shall obey my orders. (అతడు నా ఆజ్ఞలను పాటించాలి)

I say you shall do it. (ఇది నీవు చేయాలని నేను చెప్తున్నా)

**Examples - promise (వాగ్ధానము) :**

You shall be paid for this. (దీనికి నీకు ప్రతిఫలం చెల్లించబడుతుంది)

You shall have your salary tomorrow . (రేపు మీకు జీతాలు చెల్లించబడతాయి)

You shall have holiday tomorrow. (రేపు మీకు సెలవు ఉంటుంది)

You shall have a nice watch tomorrow.

(రేపు నీకు మంచి వాచీ ఇవ్వబడుతుంది)

You shall have a reward from me, if you stand first in your class.

(నీవు నీ క్లాస్ లో ప్రథముడివిగా వస్తే, నా నుండి నీకు బహుమతి ఇవ్వబడుతుంది)

You shall have shelter and food in my house.

(నీకు నా ఇంట్లో ఆశ్రయం, ఆహారం ఇవ్వబడుతుంది)

**Examples - Threat (బెదిరింపు) :**

You shall suffer for this. (దీనికి నీవు బాధ పడాలి)

You shall pay for your mistakes. (నీ తప్పులకు నీవు మూల్యం చెల్లించాలి)

You shall be dismissed, if you commit the mistake again.

(ఆ తప్పుకు మళ్ళీ పాల్పడితే, నీవు బహిష్కరింపబడతావు)

He shall report against you if you do not behave properly.

(నీవు సరిగా ప్రవర్తించకపోతే, అతడు నీపై ఫిర్యాదు చేస్తాడు)

If you don't get your homework you shall be sent out of the class.

(నీవు హోం వర్క్ చేయకపోతే, నీవు క్లాసు నుండి గెంటి వేయబడతావు)

**Examples - certainty (తప్పనిసరి) :**

If the murderer like Billa is hanged : none shall pity him.

(బిల్లా వంటి హంతకుడిని ఉరితీస్తే, ఎవరూ వాడి యెడల బాధపడరు)

If you do not work hard. you shall fail.

(నీవు కష్టపడి పనిచేయకపోతే, ఫెయిల్ అవుతావు)

4. వక్త యొక్క ఉద్దేశ్యము (Intention)ను తెలుపుటకు కూడా shall నిఉపయోగిస్తారు.

**Examples :**

You shall have a cake = I shall give you a cake, I shall see that you get a cake .

(నీకు ఒక కేకు ఇవ్వబడుతుంది = నీకు ఒక కేక్ ఇస్తాను, నీవు ఒక కేకు పొందేలా చూస్తాను)

mary shall not come here = I shall not let Mary come here

(మేరి ఇక్కడకు రాబోదు = మేరీని ఇక్కడకు రానివ్వను)

They shall not pass = we shall not let them pass

(వారు వెళ్ళిపోరు = మేము వారిని వెళ్ళనివ్వం)

5. సందేహం వచ్చినప్పుడు will ని ఉపయోగించాలి.

6. నియమ నిబంధనలను తెలుపుటలోను లేదా కోరుటలోను

### Examples :

No student shall bring his books into the examination hall

(ఏ విద్యార్థి తన పుస్తకాలను పరీక్ష హాలులోకి తీసుకురాకూడదు)

Where shall I put this book? (ఈ పుస్తకాన్ని నేను ఎక్కడ పెట్టేది?)

What shall I take with me ? (నాతో ఏమి తీసుకెళ్ళేది?)

7. వక్త (చెప్పేడివాడు) యొక్క హద్దులో లేని భావములను తెలుపుటకు shall ని ఉపయోగించాలి. ఖచ్చితత్వం ఇలాంటి వాక్యాలలో ఉండదు. కాబట్టి I, We లతో willని ఉపయోగించరాదు.

Eg : I shall not be afraid of him (అతనంటే నేను భయపడబోను)

I shall be able to go (నేను వెళ్ళిపోగలను)

8. సహజ కారణముల మీద గాని, ఇతరులపై ఆధారపడినప్పుడు గాని 1st person తో shall వస్తుంది.

### Examples :

I shall be 28 next March (వచ్చే మార్చికి నాకు 28 ఏండ్లు వస్తాయి)

We shall help him, if he remains honest

(అతడు నిజాయితీగా ఉంటే, మనం అతనికి సహాయపడదాము)

I shall see him, if I have time (నాకు టైమ్ ఉంటే, నేను అతడిని చూస్తాను)

I shall leave this place, when she comes

(ఆమె రాగానే, నేను ఈ ప్రదేశం విడిచి వెళతాను)

I shall be punished if I fail again (నేను మళ్ళీ తప్పితే, నేను శిక్షింపబడతాను)

9. ఒక వ్యక్తి యొక్క ఉద్దేశమును తెలుసుకొనుటకు ప్రశ్నించుటలో

Eg : Shall Iran maintain her position or not

(ఇరాన్ తన స్థానాన్ని కాపాడుకుంటుందా, లేదా.)

10. Probably, perhaps, I think, I hope, I feel, I consider వంటి వాటితో shall-  
1st person తో కూడి వస్తుంది.

Eg : Probably, I shall not come in time

(నేను బహుశా నిర్ణీత సమయానికి రాబోను)

I hope I shall not finish this work in time

(నేను నిర్ణీత సమయంలో పనిని పూర్తి చేయబోనని భావిస్తున్నా)

11. అలంకార శాస్త్ర ప్రకారంగా సమాధానము విశదముగా ఉండునట్లు ప్రశ్నించుటకు  
shall ని ఉపయోగిస్తారు.

Eg : Who shall honour a traitor? (దేశద్రోహిని ఎవరు గౌరవిస్తారు)

12. IInd, Illrd persons తో shall ని ఉపయోగించిన ఇష్టాన్ని, అభిమతాన్ని  
తెలుపుతుంది.

shall you play cricket tomorrow? (రేపు నీవు క్రికెట్ ఆడుతావా?)

13. అనిర్దిష్ట భవిష్యత్ గాని, సందేహాస్పద విషయమునుగాని తెలుపుటకు who, which  
లేక that తో వచ్చెడి adjective clause తోగాని, when, whether, as long as, if,  
until లతో వచ్చెడి adverb clause తోగాని shall వస్తుంది.

Eg : We wait until the chief guest shall come

(ముఖ్య అతిథి వచ్చేవరకు మేము వేచి ఉంటాము)

14. Interrogative sentences నందు 1st person తో will ని ఉపయోగించరాదు.  
ఎందుకనగా ఈ వాక్యాలు సందేహాన్ని తెలుపుతాయి. will ని ఉపయోగించిన  
నిశ్చయాన్ని సూచిస్తుంది. కనుక 1st person will ని ఉపయోగించరాదు.

**SHOULD :** ఇది shall యొక్క past tense రూపము, దీని negative రూపమును  
should not లేదా shouldn't గా చూపుతారు.

**USES OF SHOULD** (should ని ఉపయోగించు సందర్భములు) :

1. అన్ని persons లోను కర్తవ్యం (duty), బాధ్యత (obligation) లను తెలుపుటకు  
"should" ని ఉపయోగిస్తారు.

**Examples :**

You should not be rude to anybody

(నీవు ఎవరి యెడలా దురుసుగా ఉండకూడదు)

I should have done this (నీవు దీనిని చేసి ఉండాలి)

I should do that work (నేను ఆ పని చేయాలి)

You should do your duty sincerely (నీవు నీ విధిని నిజాయితీగా చేయాలి)

You should act upon your father's advice

(నీవు నీ తండ్రి సలహాననుసరించి పనిచేయాలి)

If Mary should come, ask her to return my saree

(మేరీ వస్త్రే నా చీరను వాపసు చేయమని ఆమెకు చెప్పు)

You should come to school in time (నీవు స్కూలుకు సరైన టైమ్లో రావాలి)

You should control your son (నీవు నీ కొడుకును అదుపులో ఉంచాలి)

You should control your temper (నీవు నీ కోపాన్ని అదుపులో ఉంచుకోవాలి)

You should not desert your relatives at the time of need

(అపద సమయంలో నీ బంధువులను నీవు విడువరాదు)

You should not drunk and drive (నీవు త్రాగి డ్రైవ్ చేయకూడదు)

You should go now (నీవు ఇప్పుడు వెళ్ళాలి)

I should go there tomorrow (నేను అక్కడకు రేపు వెళ్ళాలి)

We should help the poor (మనము బీదలకు సాయం చేయాలి)

Visitors should inform the receptionist of their arrival

(సందర్శకులు వారి రాకడ గురించి రిసెప్షనిస్టుకు తెలియపరచాలి)

You should not jump out of a running bus

(నీవు నడుస్తున్న బస్సు నుండి దూకరాదు)

We should keep our word (మనం మన మాటను నిలబెట్టుకోవాలి)

You should keep your promise (నీవు నీ వాగ్ధానాన్ని నిలుపుకోవాలి)

We should obey the laws of the country

(మనం దేశ చట్టాలకు బద్ధులమై ఉండాలి)

We should respect our elders (మనం మన పెద్దలను గౌరవించాలి)

If anyone should shout, please report it to me

(ఎవరైనా అరిస్తే, నాకు ఫిర్యాదు చేయము)

You should not smoke near an oil tanker

(నీవు ఆయిల్ ట్యాంకర్కు దగ్గరలో పొగత్రాగరాదు)

You should speak the truth (నీవు నిజం మాట్లాడాలి)

You should not spit on the floor (నీవు గచ్చు(నేల)పై ఉమ్మకూడదు.

You should start now or else you will be late for the train.

(నీవు ఇప్పుడే బయలుదేరాలి లేకున్న నీవు రైలుకు ఆలస్యమవుతావు)

You should take exercise daily (నీవు ప్రతిరోజూ వ్యాయామం చేయాలి)  
People should not throw litter on the road (ప్రజలు రోడ్డుపై చెత్తను వేయరాదు)  
2. సలహా (advice) (లేదా సూచన (recommendation) లను తెలుపుటకు

### Examples

You should do it yourself (నీవే దీనిని చేయాలి)  
You should base your opinions on facts, not on hearsay  
(నీవు నీ అభిప్రాయాలను నిజాలపై ఏర్పరచుకోవాలి. చెప్పుడు మాటలు వినికాదు)  
This garment should be washed carefully  
(ఈ బట్టను జాగ్రత్తగా ఉతకాల్సి ఉంటుంది)  
You should put your valuables in the bank  
(నీవు విలువైన వస్తువులను బ్యాంకులో ఉంచాలి)  
She should buy a new pot, this one leaks  
(ఆమె క్రొత్త కుండను కొనాలి. ఇది కారుతున్నది)  
You should not buy that scooter (నీవు ఆ స్కూటర్‌ను కొని ఉండాల్సిందికాదు)  
You should not drink (నీవు త్రాగకూడదు)  
You should not leave a baby alone in the house  
(నీవు ఇంట్లో బిడ్డను ఒంటరిగా వదిలిపోకూడదు)  
She should look into the matter herself (ఆమె ఈ విషయాన్ని చూడాలి)  
You should not miss this opportunity  
(నీవు ఈ అవకాశాన్ని జారవిడుచుకోరాదు)  
You should stop smoking (నీవు పొగత్రాగుట మానివేయాలి)  
You should not waste your time (నీవు నీ సమయాన్ని వృధా చేయరాదు)  
You should work hard (నీవు కష్టపడి పనిచేయాలి)

3. అభ్యర్థన (request) లను తెలుపుటకు

### Examples :

We should be grateful for your help  
(మీ సహాయానికి మేము కృతజ్ఞులుగా ఉంటాం)  
I should like a cup of coffee, please  
(నేను ఒక కప్పు కాఫీ ఇష్టపడుతున్నాను)  
I should like to have a little talk with you  
(నీతో కొద్దిగా మాట్లాడాలని కోరుకుంటున్నాను)

I should like to ask you one question

(నేను నిన్ను ఒక ప్రశ్నను అడగాలనుకుంటున్నాను)

I should like to make a phone call, if possible

(వీలైతే నేను ఫోన్ చేయాలనుకుంటున్నాను)

I should like to say that it was he who broke the window pane

(కిటికీ అద్దాన్ని పగులగొట్టినదెవరో అతడే ఇతడని నేను చెప్పగోరుతున్నాను)

4. జరుగగల స్థితి (Probable Conditons) ని తెలుపుటకు

Examples :

Should John come here, ask him to wait for me

(జాన్ ఇక్కడకు వస్తే నా కోసం వేచి ఉండమని అతనికి చెప్పు)

Should Mary come here, give her my message

(మేరి ఇక్కడకు వస్తే, నా మాట చెప్పు)

Should he disobey you, report it to me

(అతడు నిన్ను ఎదిరిస్తే, నాకు రిపోర్ట్ చేయుము)

Should you play well, you will win

(నీవు బాగా ఆడితే, నీవు గెలుస్తావు)

Should he work hard, he will pass the examination

(అతడు కష్టపడి పనిచేస్తే అతడు పరీక్ష ఉత్తీర్ణుడవుతాడు)

5. Lest తో వచ్చేది Clause తో should వస్తుంది. అప్పుడు భవిష్యత్లో జరుగబోవు

పనిపట్ల ఆతురతను, భయమును లేదా విచారమును తెలియచేసినట్లవుతుంది.

Examples :

He ran fast lest he should miss the train

(అతడు వేగంగా పరుగెత్తి ఉండకపోతే అతడు రైలు మిస్సయి ఉండేవాడు.

Mary dared not spend the money lest some one should ask where she had got it

(మేరి డబ్బును ఖర్చు పెట్టడానికి సాహసించలేదు. లేకున్న అది ఆమెకు ఎలా వచ్చిందని ఎవరో ఒకరు అడిగేవారు)

The thief ran away lest he should be caught by the police

(వేగంగా పరుగెత్తి ఉండకపోతే పోలీసులకు పట్టుబడి ఉండేవాడు)

The C.R.P. surrounded the house lest the criminal should escape (C.R.P

(C.R.P. ఇంటిని చుట్టుముట్టి ఉండకపోతే నేరస్తుడు పారిపోయి ఉండేవాడు)

Walk carefully lest you should stumble  
(జాగ్రత్తగా నడుపు, లేకున్న నీవు తూలుతావు)

Work hard lest you should fail  
(నీవు కష్టపడి పనిచేయి, లేకున్న ఫెయిల్ అవుతావు)

She opened the door quietly lest her mother should hear the noise  
(ఆమె తలుపు నెమ్మదిగా తెరిచింది. లేకున్న ఆమె తల్లి శబ్దం విని ఉండేది)

6. అవకాశము. సంభావ్యతలను తెలుపుటకు

Examples

It is very cloudy there should be rain tonight  
(మబ్బుల్ని చూస్తే ఈ రాత్రికి వర్షం పడేలా ఉన్నది)

You should be able to finish this work in time  
(నీవు ఈ పనిని నిర్ణీత సమయంలో పూర్తి చేయగలగాలి)

David should be able to beat him  
(డేవిడ్ అతడిని కొట్టగలడు)

7. మర్యాద, ఇష్టపడుటను తెలియచేయుటకు 1st person లో shall కి బదులు should ని ఉపయోగించవచ్చు.

Examples :

I should like to say that the arrangements are excellent  
ఏర్పాట్లు చాలా అద్భుతంగా ఉన్నాయని చెబుతున్నాను.

I should be grateful if you would help me  
నీవు నాకు సహాయం చేస్తే నేను కృతజ్ఞతగా ఉండగలను.

I should feel much obliged if you lend fifty rupees  
నీవు నాకు 50 రూ॥లు ఇస్తే చాలా సంతోషిస్తాను.

8. Direct speech లోని shall ని Indirect Speech లో should గా మార్చాలి

Examples

I said, "I shall do everything to please him  
నేను చెప్పాను. "అతడిని సంతోష పెట్టడానికి నేను చేయవలసినదంతా చేస్తాను"

I said I should do everything to please him  
అతడిని సంతోషపెట్టడానికి నేను చేయవలసినదంతా చేస్తానని చెప్పాను

He said, "The villain shall be thrashed"  
అతడు చెప్పెను. "విలన్ దెబ్బలు తింటాడు"

He said that the villain should be thrashed

విలన్ దెబ్బలు తింటాడని అతడు చెప్పాడు

9 భావన (expectation) ని తెలుపుటకు

Examples :

You should have been more careful when you crossed the road

(రోడ్డును దాటినపుడు నీవు చాలా జాగ్రత్తగా ఉండాల్సింది)

You should have thought about that before you invited her

(ఆమెను నీవు ఆహ్వానించే ముందే దానిని గురించి ఆలోచించి ఉండాల్సింది)

You should have gone to the station a week ago

(నీవు వారం క్రితమే స్టేషన్ కు వెళ్ళి ఉండాల్సింది)

You should have won this election by a huge margin

(ఈ ఎలక్షన్ లో నీవు భారీ మెజార్టీతో గెలుస్తావు)

You should have sent for him

(అతని కోసం నీవు పంపి ఉండాల్సింది)

She should have been home by now

(ఆమె ఇప్పుడు ఇంటిలోనే ఉండి ఉంటుంది)

He should have finished reading it by now

(దానిని చదవటం అతడు ఇప్పటికి పూర్తిచేసి ఉంటాడు)

I should imagine it will take about three hours

(అది 3 గంటల సమయం తీసుకుంటుందని ఊహించాను)

Should anyone phone, please tell him, that I am very busy

(ఎవరైనా ఫోన్ చేస్తే, నేను బిజీగా ఉన్నానని చెప్పు)

The roads should be less crowded today

(ఈ రోజు రోడ్లు తక్కువ రద్దీగా ఉంటాయి)

If I was asked to work on Sunday. I should resign

(నన్ను ఆదివారాలు కూడా పనిచేయమని అడిగి ఉంటే రాజీనామా చేసి ఉండేవాడిని)

10. మర్యాదపూర్వకమైన ఆజ్ఞ (Polite Command) ని సూచించుటకు

Examples :

Candidates should use on both sides of the page

(అభ్యర్థులు రెండు వైపుల పేజీలను ఉపయోగించాలి)

Should anyone come to the door, don't open it

(ఎవరైనా గుమ్మం దగ్గరకు వస్తే, తెరువవద్దు)

Why should I be ready when you are not

(నీవు కానప్పుడు నేనెందుకు సిద్ధంగా ఉండాలి)

Why should you always be first, it is not fair

(ఎందుకు నీవు ఎప్పుడూ మొదటనే ఉంటావు. ఇది మంచిది కాదు)

Which dress should I wear tonight?

(ఈ రాత్రికి నేను ఏ డ్రెస్సును ధరించేది?)

Who should I ask? (ఎవరిని అడగాలి?)

When should I come ? (నేను ఎప్పుడు వచ్చేది?)

### WILL

దీని negative రూపం Will not (won't)

**Uses of will** (will ని ఉపయోగించు సందర్భములు)

1. ఇది IInd person, IIIrd person pronouns తో లేదా Nouns తో సాధారణ భవిష్యత్ కాలమును సూచిస్తుంది.

#### Examples :

Everything will be alright (అంతా సవ్యంగానే ఉంటుంది)

You will get your dues tomorrow (మీ బాకీ డబ్బులు మీరు రేపు పొందుతారు)

They will play cricket this evening (వారు ఈ సాయంత్రం క్రికెట్ ఆడుతారు)

My parents will welcome you warmly at the gate

(మా తల్లిదండ్రులు నిన్ను గేటు వద్ద హృదయపూర్వకంగా ఆహ్వానిస్తారు)

He will be selling his T.V. very soon

(అతి త్వరలో అతడు తన T.V. ని అమ్మబోతున్నాడు)

He will be wedding a tall slim graceful bride

(అతడు ఒక పొడవైన అందమైన మంచి వధువును పెండ్లాడబోతున్నాడు)

They will be going to the movie tonight

(ఈ రాత్రికి వారు సినిమాకి వెళ్ళబోతున్నారు)

My words will have disappointed you a lot.

(నా మాటలు నిన్ను చాలా నిరుత్సాహపరుస్తాయి)

You shall get ready before she comes (ఆమె వచ్చేముందే నీవు సిద్ధమవ్వాలి)

My brother will be at the station (నా సోదరుడు స్టేషన్ వద్ద ఉంటాడు)  
You will be in trouble if you taken him with you  
(అతడిని నీతో తీసుకువెళితే నీవు చిక్కుల్లో పడతావు)

2. ప్రశ్నలందు IInd person తో Polite request ని తెలియచేయును.

**Examples :**

Will you lend me fifty rupees? (నాకు 50 రూ॥లు అరువిస్తావా?)

Will you be able to book a seat for me ?

(నాకు ఒక సీటును బుక్ చేయగలవా?)

Will you please come back later ?

(నీవు కొంచెం సేపు ఆగి తిరిగి వస్తావా?)

Will you shut the door ? (తలుపు మూస్తావా?)

Will you come in ? (లోనికి వస్తావా?)

Will you be back by 9 O' clock ? (9 గంటలకు తిరిగి వస్తావా?)

3. ప్రశ్నలందు IInd person తో polite invitation ని తెలియచేయును.

**Examples :**

Will you have another cup of coffee?

(నీవు మరో కప్పు కాఫీ తీసుకొందువా?)

Will you be free to come to dinner tonight?

(నీవు ఈ రాత్రికి డిన్నర్ కు రావడానికి ఖాళీగా ఉంటావా?)

Will you attend my birthday party?

(నా పుట్టినరోజు వేడుకకు హాజరవుతావా?)

Will you have a glass of water, madam?

(అమ్మా, ఒక గ్లాసు మంచి నీళ్ళు కావాలా?)

Will you take another sweet? (నీవు ఇంకో స్వీటు తీసుకుంటావా? )

Will you send for the doctor? (డాక్టర్ కోసం పంపుతావా?)

Will you have lunch with us today?

(నీవు ఈ రోజు మాతో భోజనం చేస్తావా?)

4 దీనిని Ist person తో ఉపయోగించినపుడు 1) వాగ్దానము (Promise) 2) స్థిరనిర్ణయము (determination) 3) బెదిరింపు (threat) 4) ఉద్దేశ్యం లేదా అభిప్రాయం (intention) 5) సమ్మతి లేదా ఇష్టము లేదా ప్రార్థన (offer or willingness) తెలియచేయును.

**Examples : వాగ్దానము (promise)**

I Will be within him (నేను అతనితో ఉంటాను)

I will help you every month

(నీకు నేను ప్రతినెల సహాయం చేస్తాను)

I will not ask for money again (మళ్ళీ నేను డబ్బుకోసం అడగను)

We will give him a warm reception

(మేము అతనికి ఘనమైన ఆహ్వానం పార్టీ ఇస్తాము)

I will pay back your money next week.

(నేను వచ్చే వారంలో నీ డబ్బు తిరిగి చెల్లిస్తాను)

I will behave better next time. (నేను ఈ సారి చక్కగా ప్రవర్తిస్తాను)

I will give a prize if you pass the examination in the first division

(పరీక్షలో నీవు ప్రథమశ్రేణిలో ఉత్తీర్ణుడైతే నేను నీకు బహుమతి ఇస్తాను)

I will not take more than ten minutes

(నేను పది నిముషాలకన్నా ఎక్కువ తీసుకోను)

I will give you the magazine as soon as I have read it.

(నేను చదవగానే ఈ పత్రికను నీకు ఇస్తాను)

We will try to do better the next time.

(ఈసారి చక్కగా చేసేందుకు మేము ప్రయత్నిస్తాం)

**Examples : స్థిరనిర్ణయము (Determination) :**

I will do as I like (నా ఇష్టం ప్రకారం నేను చేస్తాను)

We will not beg (మేము బిక్షమెత్తం)

I will stop smoking (నేను పొగత్రాగటం ఆపేస్తాను)

I will help you in trouble (కష్టంలో నీకు సహాయం పడతాను)

I will do or die (నేను చేస్తాను లేదా చస్తాను)

I will never work with him (నేను ఎన్నడూ అతనితో పని చేయను)

I will not allow him to stand in my way

(అతడు నా దారిలో నిలిచేందుకు అనుమతించను)

I will finish your work in three days

(నేను మూడు రోజులలో నీ పని పూర్తి చేస్తాను)

I will have my way (నా దారి నాకు ఉన్నది)

I will fight for my rights. (నా హక్కుల కోసం నేను పోరాడుతాను)

**Examples : బెదరింపు (threat) :**

I will expose her (ఆమెను బయట పెడతాను)

I will punish you if you come late again

(మళ్ళీ నీవు ఆలస్యంగా వస్తే నేను నిన్ను శిక్షిస్తాను)

I will teach you a bitter lesson (నేను నీకు ఒక చేదుపాఠం చెప్తాను)

I will kill you if you abuse me again

(నీవు మళ్ళీ నన్ను దూషిస్తే, నిన్ను చంపేస్తాను)

I will shoot you dead if you move. (నీవు కదిలితే నిన్ను కాల్చి చంపుతాను)

I will turn you out of the house if you disobey me

(నీవు నన్ను ఎదిరిస్తే, ఇంట్లో నుండి నిన్ను గెంటేస్తాను)

**Examples : ఉద్దేశ్యం లేదా అభిప్రాయం (intention) :**

I will go home today (నేను ఈ రోజు ఇంటికి వెళ్ళతాను)

I will meet him tomorrow (నేను రేపు అతనిని కలుస్తాను)

I will not accept your proposal (నేను నీ ప్రతిపాదనను అంగీకరించను)

I will buy a good novel (నేను ఇక్కడ మంచి నవలను కొంటాను)

We will stay here (మనం ఇక్కడ ఉండాము)

**Examples : సమ్మతి లేదా ఇష్టము లేదా ప్రార్థన (offer or willingness) :**

I will lend you my book (నీకు నా పుస్తకం ఇస్తాను)

We will attend his marriage

(మేము అతని వివాహానికి హాజరవుతాము)

I will talk to him on your behalf

(నీ బదులుగా నేను అతనితో మాట్లాడుతాను)

I will help you in this matter

(నేను నీకు ఈ విషయంలో సహాయపడతాను)

I will supply the stationary you require

(మీకు కావలసిన స్టేషనరీని మేము సరఫరా చేస్తాము)

**5. ఊహ (assumption) లేదా జోస్యం (Prediction) ని తెలుపుటకు**

Examples :

She will have arrived in Bombay by now

(ఇప్పటికి ఆమె బొంబాయి చేరే ఉంటుంది)

He will never deceive me. (అతడు నన్ను ఎప్పుడూ మోసం చేయడు)  
 Most readers will have heard of that disease  
 (చాలామంది పాఠకులు ఆ జబ్బును గురించి వినియే ఉంటారు)  
 If she does not mend her ways, she will be ruined  
 (ఆమె తన పద్ధతుల్ని సరిదిద్దుకోకపోతే పతనమవుతుంది)  
 You will have heard about that (నీవు దానిని గురించి వినియే ఉంటావు)

దిగువ వాక్యములను కూడా పరిశీలించండి.

Who will lend me fifty rupees until tomorrow?  
 (రేపటి వరకు నాకు ఎవరు 50 రూ॥లు బదులు ఇస్తారు)  
 Will you accompany her to the railway station?  
 (నీవు రైల్వే స్టేషన్ కు ఆమెకు తోడుగా వెళ్తావా?)  
 Will you be quiet? (నీవు నిశబ్దంగా ఉంటావా?)  
 Will you come here tomorrow? (నీవు రేపు ఇక్కడకు వస్తావా?)  
 Will she go home today? (ఆమె ఈ రోజు ఇంటికి వెళుతుందా?)  
 will she do the work? (ఆమె ఈ పని చేస్తుందా?)  
 Will you attend the meeting? (నీవు సభకు హాజరవుతావా?)  
 You will have to pay for the repairs (నీవు మరమ్మత్తులకు డబ్బు చెల్లించాలి)  
 You will have to make her marriage arrangements  
 (నీవు ఆమె వివాహ ఏర్పాట్లు చేయవలసి ఉంటుంది)  
 You will go and get one of your parents at once  
 (నీవు వెళ్లి వెంటనే మీ తల్లిదండ్రులలో ఒకరిని తీసుకురా)  
 గమనిక : 1st person తో will ని ప్రశ్నావాక్యములందు ఉపయోగింపరాదు

**Don't say or write :** 1) will I ? 2) will we ?

**WOULD**

ఇది will యొక్క pass tense రూపము  
 దీని negative రూపమును would not లేదా wouldn't గా చూపుతారు.

**use of would** (would ని ఉపయోగించు సందర్భములు)

1. సూచనల (suggestions)ను మర్యాదపూర్వకమైన అభ్యర్థనల (polite requests)ను తెలుపుటకు

## Examples :

Wouldn't it be a good idea to invite everyday?

(అందరినీ ఆహ్వానించడం మంచి ఆలోచన కాదుగదా?)

Would you do it, if you were me ? (నేనే నీవైతే దీనిని చేసేవాడినా?)

Would you do me a favour ? (నీవు నాకు కొంచెం సహాయం చేస్తావా?)

Would you accompany her to college? (అమెకి తోడుగా కాలేజికి వెళ్ళువా?)

Would you advise me to meet him again ?

(అతడిని మళ్ళీ కలవమని నీవు నాకు సలహా ఇస్తున్నావా?)

Would you care to visit us this weekend?

(ఈ వారాంతం మమ్మల్ని సందర్శించ గోరుతున్నావా?)

Would you ask him to leave, please?

(వెళ్ళిపోమని అతనికి నీవు దయచేసి చెబుతావా?)

Would you attend my birthday party tomorrow?

(రేపు నా బర్త్ డే పార్టీకి హాజరవుతున్నావా?)

Would you please bring back some oil from the store for me?

(నా కోసం స్టోరు నుండి దయచేసి కొంత నూనె తెచ్చి పెట్టువా?)

Would you get me some stamps on your way back?

(తిరిగి వచ్చేటప్పుడు నాకు కొన్ని స్టాంపులు తీసుకురావా?)

Would you get me a glass water? (నాకు ఒక గ్లాసు నీరు తీసుకు వస్తావా?)

Would you close the door? (తలుపు మూయవా?)

Would you please come in ? (దయచేసి లోనికి వస్తావా?)

Would you carry this upstairs for me?

(దీనిని నా కోసం పై అంతస్తుకు మోసుకు వస్తావా?)

Would you help me in getting a good job ?

(మంచి ఉద్యోగం సంపాదించడానికి నీవు నాకు సహాయం చేస్తావా?)

Would you lend me ten thousand rupees?

(నాకు నీవు వెయ్యి రూపాయలు అరువు ఇస్తావా?)

Would you like to have a cup of tea ? (ఒక కప్పు టీ తీసుకుంటావా?)

Would you like a cigarette? (No thanks, I have just had some)

(సిగరెట్ కావాలా?)

Would you like a glass of water ? (నీకు ఒక గ్లాసు నీరు కావాలా?)

Would you like me to check the almirah?

(అల్మారా సోదా చేయుటకు నీవు నాకు సహాయపడతావా?)

Would you like to begin? (ప్రారంభించటానికి ఇష్టమే కదూ?)

Would anybody like to comment ?

(ఎవరైనా వ్యాఖ్యానించడానికి ఇష్టపడుతున్నారా?)

Would you please introduce me to your friend ? I'd like to get to know her

(దయచేసి నీవు నన్ను నీ స్నేహితునకు పరిచయం చేయవూ? నాకు ఆమెను గురించి తెలుసుకోవాలనుంది.)

Would you mind answering these questions for me?

(నా కోసం ఈ ప్రశ్నలకు జవాబు లివ్వరూ?)

Would you mind bringing it here ? (దానిని ఇక్కడకు తీసుకురారూ?)

Would you mind coming with me ?

(నాతో రవటానికి మీకు అభ్యంతరం ఉంటుందా?)

Would you mind closing that door ? (ఆ తలుపు మూయరూ?)

Would you mind filling this form? (ఈ ఫారాన్ని పూర్తి చేసి పెట్టరూ?)

Would you mind if I close the window? (నేను కిటికీ మూస్తే ఏమీ అనుకోరుకదా?)

Would you mind moving back a bit ? (కొంచెం వెనుకకు జరుగరూ?)

Would you mind listening to the radio while you are doing your home work?

(నీవు హోం వర్క్ చేసుకుంటూ ఉన్నప్పుడు నేను రేడియో వినవచ్చా?)

Would you mind opening the window? (కిటికీ తెరవరూ?)

The queue is very long. Would you please purchase a ticket for me too?

(క్యూ చాలా పొడవుగా ఉన్నది. నాకు కూడా ఒక టికెట్ దయచేసి కొనవూ?)

I have no company today. Would you dine with me?

(ఈ రోజు నాకు తోడులేరు. నాతో భోజనం చేస్తావా?)

Would you mind if I go home early this afternoon?

(ఈ సాయంత్రం నేను ముందుగానే ఇంటికి వెళ్లే ఏమనుకోరుగా?)

Would you mind shutting the window? (కిటికీ మూయవూ?)

Would you mind not talking so loud.

(మనం అడిగిన పనిచేయకపోతే) మరీ పెద్దగా మాట్లాడకుండా వుండరూ?)

Would you mind switching the light on ? (లైటు వేయరూ?)

Would you mind turning the volume down, please?

(కొంచెం సౌండు తగ్గించరూ?)

Would you pay me in cash, please ? (నాకు రొట్టెంగా చెల్లించరూ?)

Would you mind helping me to lift this box?

(ఈ పెట్టెను ఎత్తుటకు నీవు నాకు సాయ పడవూ?)

Would you mind not smoking in the dining room, please?

(భోజన శాలలో పొగత్రాగకుండా ఉండవూ?)

Would you mind waiting here until I return?

(నేను వచ్చే వరకు నీవు ఇక్కడ వేచి ఉండవూ?)

2. ఆహ్వానము (invitation) లేదా ఇవ్వచూపుట (offer)ను తెలుపుటకు

**Examples :**

Would you care to stay with me? (నీవు నాతో ఉండటానికి ఇష్టపడ్డావా?)

Would not you care for some more coffee?

(మరికొంత కాఫీ కోసం ఇష్టం లేదా)

Would not you like to come with me ?

(నీవు నాతో రావడానికి ఇష్టపడటం లేదా?)

Would you like a bread ? (నీకు ఒక బ్రెడ్ కావాలా?)

Would you like to borrow my scooter?

(నా స్కూటర్ తీసికెళ్ళటానికి ఇష్టపడుతున్నారా?)

Would you like to accompany me to university?

(నీవు నాతో యూనివర్సిటీకి తోడుగా వస్తావా?)

Would you like to come with us to Paris?

(నీవు మాతో పారిస్కు రావటానికి ఇష్టపడుతున్నావా?)

Would you like to go with her? (ఆమెతో వెళ్ళడానికి ఇష్టపడుతున్నావా?)

3. కోరిక, ఇచ్చ (wish)ను తెలుపుటకు.

**Examples :**

Would you like to come to the park with me?

(నీవు నాతో పార్కుకు రావటానికి ఇష్టమేనా?)

I would like to see that book (నేను ఆ పుస్తకాన్ని చూడగోరుతున్నాను)

I would not like to see her (నేను ఆమెను చూడగోరుటలేదు)

I would like to ask you a question (నేను నిన్ను ఒక ప్రశ్న అడుగగోరుతున్నాను)

I would know what my duty is (నా కర్తవ్యం ఏమిటో నాకు తెలుసును)

I would like to meet the manager (నేను మేనేజర్‌ను కలువగోరుతున్నాను)

I would like to have this photograph enlarged

(నేను ఈ ఫొటోని ఎన్‌లార్జ్ చేయగోరుతున్నాను)

I would like to remind you (నేను నీకు గుర్తుచేయగోరుతున్నాను)

I would like to see Mr. David (నేను డేవిడ్‌ని చూడగోరుతున్నాను)

I would like to stay for two days (నేను రెండురోజులు ఉండిపోగోరుతున్నాను)

I would like to talk to you about that problem

(ఆ సమస్య గురించి నేను నీతో మాట్లాడగోరుతున్నాను)

#### 4. జరుగుటకు అవకాశం ఉండని పనులను తెలుపుటకు

##### Examples :

If I were you, I would kill her (నేనే నీవై ఉంటే, ఆమెను చంపి ఉండేవాడిని)

If I were you, I would think about it carefully

(నేనే నీవై ఉంటే, దీనిని గురించి జాగ్రత్తగా ఆలోచించి ఉండేవాడిని?)

If he had not gone back for the book, he would not have missed the train

(వెనక్కి వెళ్ళి ఉండకపోతే, రైలు మిస్సయి ఉండేవాడు కాదు)

If I had seen the advertisement, I could have applied for the job.

(నేను ఆ ప్రకటన చూసి ఉండినట్లయితే, ఆ ఉద్యోగానికి అప్లయ్ చేసి ఉండేవాడిని)

If he shaved his beard, he would look much younger.

(అతడు తన గడ్డాన్ని గీసినట్లయితే, అతడు మరింత కుర్రవానిగా కన్పించి ఉండేవాడు)

If she were still alive, she would be hundred years old today.

(ఆమె ఇంకా బ్రతికి ఉన్నట్లయితే ఆమె ఈ రోజుకి నూరేండ్లు ఉండేవి.)

If I had wings, I would fly. (నాకు రెక్కలున్నట్లయితే, నేను ఎగిరే వాడిని)

If I won the lottery, I would build a house.

(నేను లాటరీలో గెలుపొంది ఉన్నట్లయితే, నేను ఒక ఇల్లు కట్టి ఉండే వాడిని)

If I were you, I would buy a car.

(నీవే నేనయితే, నేను కారుకొనిఉండేవాడిని)

Mary would have been saved if medical aid had been given to her.

(మేరికి వైద్య సహాయం అందించి ఉన్నట్లయితే ఆమె కాపాడబడి ఉండేది?)

Fathima would have topped if she had studied a little more.

(ఫాతిమా మరికొంచెం చదివి ఉన్నట్లయితే ఆమె అగ్రస్థానంలో ఉండి ఉండేది)

## 5. Condition ని తెలుపుటకు

### Examples :

If you would lend me two hundred rupees, I could manage until pay day.  
(నీవు నాకు రెండు వందల రూపాయలు ఇచ్చి ఉంటే, నేను జీతాల రోజు వరకు సర్దుకుని ఉండేవాడిని)

If you would help me, I could finish this work quickly.  
(నీవు నాకు సహాయపడి ఉంటే, నేను ఈ పనిని త్వరగా పూర్తి చేసి ఉండును)

## 6. సమ్మతి (willingness) ని తెలుపుటకు

### Examples :

uncle told me he would buy all the books for me.  
(అంకుల్ నా కోసం అన్ని పుస్తకాలు కొంటానని చేప్పాడు)

Mary said that she would visit me daily .  
(మేరి నన్ను రోజూ చూసి వెళ్తానని చెప్పింది)

I would do my best to satisfy you.  
(నిన్ను సంతోష పెట్టడానికి నేను చేయాల్సిందంతా చెస్తాను)

## 7. Preference (ఎక్కువ ఇష్టము) ని తెలుపు వాక్యములందు

### Examples

Gandhiji would rather die than tell a lie.  
(గాంధీజీ అబద్ధం చెప్పడానికన్నా చావటానికి సిద్ధపడేవారు)  
I would prefer tea to coffee (కాఫీ కన్నా టీని నేను ఇష్టపడతాను)

I would prefer walking to cycling.  
(నేను సైకిల్ తొక్కడం కన్నా నడకను ఇష్టపడతాను)

I would rather stay at home that go for a walk.  
(నేను వాకింగ్ కి వెళ్ళడానికి కన్నా ఇంటి వద్దనే ఉంటాను)

I would rather starve than beg. (నేను ఆడుకోవడాని కన్నా పస్తే ఉంటాను)  
8. క్రింది వాక్యములలోని would. ప్రయోగాన్ని పరిశీలించండి.

Would you tell me where I should go?  
(నేను ఎక్కడకు వెళ్ళాలో నాకు చెప్పవూ?)

She would not accept your offer. (ఆమె నీ ఆఫర్ ను అంగీకరించబోదు)  
I would have my own way. (నా దారి నాకుండనే ఉన్నది)

I wish you would be quiet (నీవు నిశ్శబ్దంగా ఉంటావని నేను ఆశిస్తున్నాను)

I wish you would behave well towards my sister.

(నా చెల్లెలి పట్ల సభ్యతగా ఉండువని నేను ఆశిస్తున్నాను)

I wish you would not chatter so much .

(నీవు అతిగా వాగవని ఆశిస్తున్నాను)

I would start from this end (నేను ఈ వైపు నుండి ప్రారంభించి ఉండాల్సింది)

### CAN

Can యొక్క past tense రూపము could.

Can యొక్క Negative రూపము cannot (can't) .

ఉపయోగించు సందర్భములు (usage) :

1. సామర్థ్యము (ability) ను తెలుపుటకు

**Examples :**

What can that funny noise be ? (ఆ వింత ధ్వని ఏమై ఉంటుంది?)

How long can I have it for ? (దీనిని ఎంత సేపు ఉంచుకునేది?)

You can do it if you try hard.

(నీవు కష్టపడి ప్రయత్నిస్తే నీవు దీనిని చేయగలవు)

What can he do better than you ? (నీ కన్నా ఇతడు ఎంత బాగా చేయగలడు?)

What can we do now? (ఇప్పుడు మనం ఏమి చేయగలము?)

When can you do it ? (దీనిని నీవు ఎప్పుడు చేయగలవు?)

How can we do it ? (దీనిని మనం ఎలా చేయగలము?)

I can afford a car (నేను కారు కొనగలను)

I can answer the question. (ప్రశ్నకు జవాబు నేను చెప్పగలను.)

Whom can I ask about this ? (దీనిని గురించి నేను ఎవరిని అడగగలను?)

I can assimilate all this information at once.

(నేను ఈ సమాచారాన్నంతటిని ఒకేసారి జీర్ణించుకోగలను)

When can I collect the clothes? (నేను బట్టలను ఎప్పుడు పోగు చేయగలను?)

Can you drive a car? (నీవు కారు నడుపగలవా?)

How can they eat such stuff? (వారు అలాంటి చెత్తను ఎలా తినగలరు?)

I can find her (నేను ఆమెను కనుగొనగలను)

How can i get to the zoo? (జూకి ఎలా వెళ్ళగలను)

How quickly can you get there? (నీవు అక్కడకు ఎంత త్వరగా వెళ్ళగలవు?)  
 How can I go there? (నేను అక్కడకు ఎలా వెళ్ళగలను?)  
 How can I get to that address ? (నేను ఆ అడ్రసుకు ఎలా వెళ్ళగలను?)  
 Can you hear what he is saying?  
 (అతడు ఏమి చెప్పుచున్నాడో నీవు వినగలవా?)  
 Can you help me ? (నీవు నాకు సహాయం చేయగలవా?)  
 Can you hold your breath for a minute?  
 (నీవు ఒక నిమిషం ఊపిరి బిగపట్టగలవా?)  
 Can you imagine what he might do?  
 (అతడు ఏమి చేస్తాడో నీవు ఊహించగలవా?)  
 Can you imitate your father's speech perfectly?  
 (నీవు మీ తండ్రి యొక్క ప్రసంగాన్ని ఖచ్చితంగా అనుకరించగలవా?)  
 Can you jump over this gate? (నీవు ఈ గేటు పై గుండా దూకగలవా?)  
 Can you keep a secret? (ఒక రహస్యాన్ని నీవు దాచగలవా?)  
 How can I learn to paint? (పెయింట్ చేయడం ఎలా నేర్చుకోగలను?)  
 When can you let us have it back?  
 (మేము దానిని ఎప్పుడు తిరిగి పొంద నివ్వగలవు?)  
 Can you let us know soon (మమ్మల్ని త్వరగా తెలుసుకోనివ్వగలవా?)  
 He can lift the bag by himself (అతడు తనంతట తానే ఆ సంచినీ లేపగలడు)  
 Who can predict the future? (భవిష్యత్ని ఎవరు చెప్పగలరు?)  
 Can you prove that he is wrong?  
 (అతనిది తప్పు అని నీవు ఋజువు చేయగలవా?)  
 We can provide seats for ten people if we place these two tables end to end?  
 (మనం ఈ రెండు బెంచీల చివరలు కలిపితే పదిమందికి సీట్లు సమకూర్చగలము)  
 I can reach the top floor. (నేను పై అంతస్తును చేరుకోగలను)  
 Can you remember where they live?  
 (వారు ఎక్కడ నివసిస్తారో నీవు గుర్తుంచుకోగలవా?)  
 I can run very fast. (నేను చాలా వేగంగా పరుగెత్తగలను)  
 What else can I say? (నేను ఇంకా ఏమి చెప్పగలను?)  
 Who can say that ? (దానిని ఎవరు చెప్పగలరు?)

What can I say to thank you?

(నీకు కృతజ్ఞతలు చెప్పడానికి నేను ఏమి చెప్పిగలను?)

Whom can you see outside? (నీవు బయట ఎవరిని చూడగలవు?)

Can you show me any evidence for your statement?

(నీ వ్యాఖ్యకు ఏదైనా ఋజువును నీవు నాకు చూపగలవా?)

How can I show my face to her?

(నేను ఆమెకు నా ముఖాన్ని ఎలా చూపగలను?)

I can solve this problem (నేను ఈ సమస్య (లెక్క) ను సాధించగలను)

Look! I can stand on my hands. (చూడు! నేను నా చేతులపై నిలబడగలను)

Can you swim? (నీవు ఈదగలవా?)

You can take a bus or a taxi (నీవు బస్పై గాని, టాక్సీపై గాని వెళ్ళవచ్చు)

How many people can it take? (ఇందులో ఎంతమంది పట్టగలరు?)

I can tell you where it is. (అది ఎక్కడ ఉన్నదో నేను నీకు చెప్పగలను?)

Can your baby walk yet? (మీ బిడ్డ ఇంకా నడవగలడా?)

Can you wash it without breaking it? (విరుగకుండా దీనిని శుభ్రపరచగలవా?)

గమనిక : **Can** ని ఇదే భావం (సామర్థ్యం)లో **1. be able to - for present (or future) time 2) be capable of 3) Know how to 4) was / were able to- for past time 5) Will be able to - for future time** అను 5 విధములుగా ఉపయోగించవచ్చును.

### Examples

I can protect you (నేను నిన్ను కాపాడగలను)

I am able to protect you (నేను నిన్ను కాపాడగలను)

I am capable of protecting you (నిన్ను కాపాడటం ఎలాగో నాకు తెలుసు)

I know how to protect you (నిన్ను కాపాడటం ఎలాగో నాకు తెలుసు)

**2. అసమర్థత (inability) ను తెలుపుటకు cannot ఉపయోగిస్తారు.**

### Examples

I cannot afford a car (నేను కారు కొనలేను)

I cannot answer the question (ఆ ప్రశ్నకు నేను జవాబివ్వలేను)

I cannot bear to see you in pain (నిన్ను బాధలో చూడడం నేను భరించలేను)

I cannot come out now. we have guests.

(నేను ఇప్పుడు బయటకు రాలేను. మాకు అతిథులు ఉన్నారు)

I cannot come out on Monday because I have an engagement.

(నేను సోమవారం నాడు బయటకు రాలేను. ఎందుకనగా నాకు ఒక ఎంగేజ్‌మెంట్ ఉన్నది.)

I cannot come until after dinner (డిన్నర్ పూర్తయిన తర్వాత దాకా నేను రాలేను)

I cannot eat anymore, I am full up

(నేను ఇంకేమాత్రం తినలేను. నా కడుపు నిండింది.)

I cannot move the car, the wheels have locked

(నేను కారును కదల్చలేను. చక్రాలు లాక్ చేయబడి ఉన్నాయి.)

I cannot read in this bad light (ఈ మసక వెలుతురులో నేను చదువలేను)

I cannot read the notice because you are standing in front of it

(నీవు నోటీసుకు ఎదురుగా నిలబడి ఉన్నందున నేను దానిని చదువలేను)

I cannot read the small print without glasses

(నేను చిన్న అక్షరాలను అద్దాలు లేకుండా చదువలేను)

It is so dark. I cannot see anything (చాలా చీకటి పడింది. నేను దేనిని చూడలేను.)

You cannot search my house without a search warrant

(సెర్చివారెంట్ లేకుండా నీవు నా ఇంటిని సోదా చేయలేవు)

I cannot tell you anything, when you won't listen

(నీవు వినకుంటే, నీకు నేనేమీ చెప్పలేను)

I cannot understand why he decided to retire at 52

(అతడు 52వ ఏటనే ఎందుకు రిటైర్ అవ్వడానికి నిశ్చయించుకున్నాడో నేను ఊహించలేను.)

I cannot wait much longer

(నేను ఎక్కువసేపు వేచి ఉండలేను)

**3. అభ్యర్థన (request) ను తెలుపుటకు ఈ వాక్యముల అంతంలోగాని can you తర్వాత please చేర్చవచ్చును.**

**Examples:**

Can I have a look at your map? (నీ మ్యాప్ వైపు ఒకసారి చూడవచ్చా?)

Can I have a look at your photos? (నీ ఫోటోల వైపు ఒకసారి చూడవచ్చా?)

Can I have a word with you? (నీతో ఒక మాట చెప్పవచ్చా?)

Can I have an advance on my salary?

(నా జీతం నుండి నేను అడ్వాన్సు తీసుకోవచ్చా?)

- Can I have one of your cigarettes? (ఒక సిగరెట్ తీసుకోవచ్చా?)
- Can I have it for a week? (నేను దీనిని ఒక వారం ఉంచుకోవచ్చా?)
- Can I have the book back? I suppose you have read it.  
(పుస్తకాన్ని నేను తిరిగి తీసుకోవచ్చా? నీవు దానిని చదివే ఉంటావు)
- Can I have this shirt pressed? (ఈ షర్టు ఇస్త్రీ చేయరూ?)
- Can I do anything to help you? (నీకు సహాయం చేయడానికి ఏమైనాచేయగలనా?)
- Can you do me a favour? (నాకు ఒక సహాయం చేయగలవా?)
- Can you do some shopping for me? (నా కోసం షాపింగ్ చేయగలవా?)
- Can I borrow your book? (నీ పుస్తకం తీసుకోవచ్చా?)
- Can you change me a five-rupee note?  
(నాకు ఐదురూపాయల నోటుకు చిల్లర ఇవ్వగలవా?)
- Can I come in ? (నేను లోనికి రావచ్చా?)
- Can you come tomorrow? (నీవు రేపు రాగలవా?)
- Can you come to tea tomorrow? (నీవు రేపు టీకి రాగలవా?)
- Can I delay it a bit longer? (నేను దీనిని కొంచెం సేపు వేచి ఉంచనా?)
- Can you duplicate this key for me?  
(నా కోసం ఈ చెవిని డూప్లికేట్ చేయగలవా?)
- Can you feed the chicken? (కోడిపిల్లలకు ఆహారం పెట్టగలవా?)
- Can I get you something to eat? (నీకోసం ఏమైనా తింటానికి తెచ్చేదా?)
- Can you give me a lift into town? (టౌన్లోనికి లిఫ్ట్ ఇవ్వగలవా?)
- Can you give me a lift with this table? (నాతో ఈ టేబుల్ని పైకెత్తి జరుపగలరా?)
- Can you give me a light ? (నాకు నిప్పు ఇవ్వగలరా?)
- Can you give me some advice on this?  
(దీనిపై నాకు కొంచెం సలహా ఇవ్వగలవా?)
- Can you help me to lift it ? (దీనిని పైకెత్తుటలో నాకు సహాయ పడగలరా?)
- Can you help me with five hundred rupees?  
(నాకు 500 రూ॥లు సహాయం చేయగలరా?)
- Can you help me with this letter?  
(ఈ లెటర్ వ్రాయడానికి నాకు సహాయ పడగలరా?)
- Can you keep your dog from coming into my house?  
(మా ఇంట్లోకి రాకుండా మీ కుక్కను ఉంచగలరా?)

Can you keep your voice down? (నీ గొంతు కొంచెం తగ్గించ గలవా?)

Can you lend me some money? (నాకు కొంత డబ్బు అరువు ఇవ్వగలవా?)

Can you lend me fifty rupees? I shall return it next month

(నాకు 50 రూ॥లు ఇవ్వగలరా? నేను దీనిని వచ్చే నెలలో తిరిగి ఇస్తాను.)

Can you please let me have (a cheque book of) 30 cheques?

(నాకు ఒక చెక్కు పుస్తకం ఇవ్వగలరా?)

Can you loan me fifty rupees? (నాకు 50 రూ॥లు అప్పు ఇవ్వగలరా?)

Can you recommend a good hotel?

(ఒక మంచి హోటల్ని రికమెండ్ చేయగలరా?)

Can you return my books? (నా పుస్తకాలు తిరిగి ఇవ్వగలవా?)

Can I ride your bicycle? (నీ సైకిల్ నడుపుకోవచ్చా?)

Can I see your railway time table? (నేను నీ రైల్వే టైం టేబుల్ చూడవచ్చా?)

Can you spare a few minutes to read this letter?

(ఈ ఉత్తరం చదివి పెట్టడానికి కొన్ని నిమిషాలు వెచ్చించ గలరా?)

Can I speak to Mary? (నేను మేరీతో మాట్లాడ వచ్చా?)

Can you stay a little longer? (కొంచెం సేపు వేచి ఉండ గలవా?)

Can I talk a few ? (నేను కొన్ని తీసుకోవచ్చా?)

Can I talk to you for some time? (నేను కొంచెం సేపు మాట్లాడవచ్చా?)

Can you tell me when konark will arrive?

(కోణార్క్ ఎప్పుడు వస్తుందో చెప్పగలరా?)

Can you tell me the time? (నాకు నీవు టైమ్ని చెప్పగలవా?)

Can I trouble you for a minute? (ఒక నిమిషం ఆగుతారా?)

Can I use your phone ? (నేను నీ ఫోన్ను ఉపయోగించు కోవచ్చా?)

#### 4. అనుమతి (permission) ని తెలుపుటకు

Can I have another try? (మరో ప్రయత్నం చేయనా?)

You can do as you like (నీవు ఇష్టం వచ్చినట్లు చేయవచ్చు)

Can I borrow your bicycle? (నీ సైకిల్ బదులు తీసుకోనా?)

You can come to me whenever you like

(నీవు నీ ఇష్టం వచ్చినపుడు నా వద్దకు రావచ్చు)

Can I give you a piece of advice? (నేను నీకు ఒక చిన్న సలహా ఇవ్వవచ్చా?)

You can go home now. (నీవు ఇప్పుడు ఇంటికి వెళ్ళవచ్చు.)

You can keep it, I don't need it (దీనిని నీవు ఉంచుకోవచ్చు, నాకు అవసరంలేదు)

Can I leave the room, please ? (నేను గది వదిలి వెళ్ళనా?)

Can I pay by cheque, please? (నేను చెక్ ద్వారా చెల్లించవచ్చా?)

Can I read your newspaper, please? (మీ వార్తాపత్రికను చదువుకోవచ్చా?)

Can I sit here, please ? (నేను ఇక్కడ కూర్చోవచ్చా?)

Can I smoke here, please? (నేను ఇక్కడ పొగత్రాగవచ్చా?)

Can I take you home? (నేను నిన్ను ఇంటికి తీసుకెళ్ళేదా?)

గమనిక : 1. ఈ వాక్యములందు can అను modal verb ఒక పనిని చేయడానికి అనుమతి (permission) ని మంజూరు చేయమని లేదా అనుమతి కోసం ఎదురు చూచుటను తెలుపును. ఇందలి can అను పదము (1) be allowed to (2) be permitted to అను అర్థములలో ఉపయోగించబడుతుంది.

### Examples :

You can go home now (నీవు ఇప్పుడు ఇంటికి వెళ్ళ వచ్చును)

You are permitted to go home now

(నీవు ఇప్పుడు ఇంటికి వెళ్ళడానికి అనుమతించబడ్డావు)

You are allowed to come to me whenever you like

(నీవు నీ ఇష్టం వచ్చినపుడు నా దగ్గరకు రావడానికి అనుమతించబడ్డావు)

గమనిక -2 : అనుమతి నిరాకరించినపుడు అనగా నిషేధము (prohibition) విధించినపుడు cannot అను పదమును ఉపయోగించాలి.

### Examples :

You cannot go home before you have finished your work

(నీవు నీ పని పూర్తి చేయకముందే ఇంటికి వెళ్ళరాదు)

You cannot keep a gun without a valid licence

(సరైన లైసెన్సు లేకుండా నీవు తుపాకిని ఉంచుకోరాదు)

You cannot park your car here (నీవు నీ కారును ఇక్కడ నిలుపరాదు)

You cannot play here (నీవు ఇక్కడ ఆడుకోరాదు)

You cannot smoke in buses (నీవు బస్సులలో పొగత్రాగరాదు)

You cannot travel by a bus without a valid ticket

(సరైన టికెట్ లేకుండా నీవు బస్సులో ప్రయాణించరాదు)

## 5. సూచన (suggestion) లను తెలుపుటకు

### Examples :

We can eat in a star hotel, if you like

(నీవు ఇష్టపడితే, మనం స్టార్ హోటల్లో తిందాము)

I can take the car, if necessary (అవసరమైతే, నేను కారు తీసుకుంటాను)

## 6. అవకాశము అనగా సంభవము (Possibility) ను సూచించుటకు Can ని అసంభవము (impossibility) ను తెలుపుటకు cannot ని ఉపయోగిస్తారు.

### Examples : possibility - can

There is someone outside the office. Who can he be ?

(ఆఫీసు బయట ఎవరో ఉన్నారు. అతడు ఎవరై ఉండగలడు)

Can it be Mary? (అది మేరీ యేనా?)

An accident can happen to anyone at any time

(ఏ సమయమందైనా ఎవరికైనా ప్రమాదం సంభవించగలదు)

Any body can make such mistakes

(ఎవరైనా అలాంటి తప్పులను చేయగలరు)

My friend has come to Hyderabad. He can visit us.

(హైదరాబాదు నుండి నా స్నేహితుడు వచ్చాడు. అతడు మనల్ని దర్శించగలడు)

### Examples : Impossibility - cannot

He cannot be his father. He is too old

(అతడు వాడి తండ్రి కాబోడు. అతడు మరీ ముసలివాడు)

That cannot be Mary. She is in hospital

(ఆమె మేరీ కాబోడు. ఆమె హాస్పిటల్లో ఉన్నది)

The news cannot be true (ఆ వార్త నిజం కాబోడు)

I am afraid I cannot tell you that, It is a secret.

(నేను దాన్ని నీకు చెప్పలేను. అది రహస్యం)

## 7. సహజ అక్షణాలను, నేర్చుకున్న సామర్థ్యం లేదా విజ్ఞానము (Skill or knowledge) ను తెలుపుటకు

### Examples :

She can be rude (ఆమె దురుసుగా ఉండగలదు)

He can be very forgetful (అతడు చాలా మతిమరుపుగా ఉంటాడు)

It can be very cold here even in May

(ఇక్కడ మేలో కూడా చాలా చల్లగా ఉండగలదు)

It can be quite windy on the hills (కొండలపైన చాలా గాలిగా ఉండగలదు)

She can be very tactless sometimes

(ఆమె కొన్నిసార్లు చాలా మందమతిగా ఉండగలదు)

I can drive a car (నేను కారు నడుపగలను)

I can speak English very fluently (నేను ఇంగ్లీష్ అనర్థశంకంగా మాట్లాడగలను)

### Examples :

I can hear someone singing in the bathroom

(బాత్‌రూమ్‌లో ఎవరో పాడుతుండటం వినగలుగుతున్నాను)

Can you hear what she is saying? (ఆమె ఏమి చెబుతున్నదో నీవు వినగలవా)

I can't remember where I put it. (దానిని ఎక్కడ పెట్టానో నేను గుర్తుంచుకోలేదు)

Can you see alright from that seat?

(ఆ సీటులో నుండి నీవు బాగా చూడగలుగుతున్నావా?)

Can you see David anywhere in the mob?

(గుంపులో ఎక్కడన్నా నీవు డేవిడ్‌ను చూడగలిగావా?)

I can see him (నేను అతనిని చూడగలను)

I can smell a gas leak (నేను గ్యాసు లీక్ అవడం (వాసన) కనుగొన్నాను)

I can smell something burning (ఏదో మండటాన్ని వాసన పసిగట్టాను)

You can speak quite freely in front of me

(నీవు నా ఎదుట నిర్భీతిగా మాట్లాడవచ్చు)

Can you think of any way of doing it?

(దీనిని ఏ విధంగానైనా చేయడం గురించి నీవు ఆలోచించగలవా?)

**9. ఆశ్చర్యం (surprise) అసహనం (impatience) అపనమ్మకం లేదా అవిశ్వాసం (incredulity) మనోవికలత లేదా ఆశ్చర్యం (bewilderment) మొదలగు దానిని సందర్భాన్ని బట్టి తెలియపరచుటకు.**

How can you be so unkind? (నీవు మరి అంత నిర్ణయంగా ఎలా ఉండగలవు?)

Can he be serious ? (అతడు సీరియస్‌గా ఉండగలడా?)

What can we do about it? (దీని గురించి మనం ఏమి చేయగలము?)

What can they be doing there at this odd hour?

(ఈ వేళ కాని వేళ వారు అక్కడ ఏమి చేయగలరు?)

What can you mean ? (నీ భావమేమై ఉండ గలదు)

Where can you have put the dictionary?

(నీవు డిక్షనరీని ఎక్కడపెట్టి ఉండగలవు?)

Can't you step out? (బయటకు అడుగు వేయలేవా?)

Can you suggest what we should do?

(మనం ఏమి చేయాలో నీవు సూచించగలవా?)

**10. Probable condition (జరుగదగిన పరిస్థితి)లో possibility (అవకాశము)**

**లేదా permission (అనుమతి)ని వ్యక్త పరచుటకు**

**Examples :**

If it rains I cannot go out

(వర్షం పడితే, నేను బయటకు వెళ్ళలేను)

You can meet the manager if he is not busy

(మేనేజర్ బిజీగా లేకుంటే, నీవు ఆయనను కలువవచ్చు)

**COULD**

Could యొక్క negative రూపము could not (couldn't)

could ని ఉపయోగించు సందర్భములు:

**1. Could ని గతంలో గల సామర్థ్యం ability in the past) ని తెలుపుటకు...**

**Examples :**

I could do that when I was a child

(నేను పిల్లవాడిగా ఉన్నప్పుడు దానిని చేయగలిగాను)

I couldn't do well (నేను సరిగా చేయలేకపోయాను)

I could climb any tree in the village when I was young

(నేను వయసులో ఉన్నప్పుడు గ్రామంలోని ఏ చెట్టునైనా ఎక్కగలిగియుండేవాడిని)

I could dance for twenty hours at a stretch.

(నేను ఆపకుండా 20 గంటలపాటు నాట్యం చేయగలిగేవాడిని)

I could lift a paddy bag when I was young.

(నేను వయసులో ఉన్నప్పుడు వడ్లబస్తాను ఎత్తగలిగేవాడిని)

I could reach the top of the hill when I was ten.

(నాకు పదేళ్ళప్పుడు కొండ చివరికి చేరుకోగలిగేవాడిని)

I could reach when I was four years old

(నాకు నాలుగేండ్లు ఉన్నప్పుడు నేను చదువగలిగియుండేవాడిని)

I couldn't recognise your voice over the phone.

(ఫోన్లో నీ గొంతును గుర్తించలేకపోయాను)

I could run five kilometres at a stretch when I was 20.

(నాకు 20 సం॥లపుడు ఆగకుండా ఐదు కిలోమీటర్లు పరుగెత్తగలిగియుండేవాడిని)

I could run very fast when I was a school boy.

(నేను పాఠశాల విద్యార్థిగా ఉన్నప్పుడు చాలా వేగంగా పరుగెత్తగలిగియుండేవాడిని)

She could sing melodiously when she was thirty

(ఆమెకు 30 సంవత్సరాలు ఉన్నప్పుడు శ్రావ్యంగా పాడ గలిగి యుండేది)

I could speak English when I was ten

(నాకు 10 సం॥లపుడు నేను ఇంగ్లీష్ మాట్లాడగలిగియుండేవాడిని)

I could swim across the Krishna River, when I was twenty

(నాకు 20 సం॥లు ఉన్నప్పుడు కృష్ణానదిని ఈదగలిగియుండేవాడిని)

గమనిక : Could నకు బదులు was able to (అను మాటను కూడా ఉపయోగించవచ్చును).

Could you describe that man for me ? (నా కోసం ఆ మనిషిని వర్ణించగలరా?)

Could you direct me to the station? (స్టేషన్కు దారి చూపగలరా?)

Could you explain how it works?

(ఇది ఎలా పనిచేస్తుందో నాకు వివరించగలరా?)

Could you explain how to do that ?

(దానిని ఎలా చేయాలో నాకు వివరించగలరా?)

Could you explain it again? (దానిని మరల వివరించగలరా?)

Could you explain what you mean by that?

(దానికి అర్థమేమిటో నాకు వివరించగలరా?)

Could you fill in the register? (రిజిస్టర్ పూర్తి చేయగలరా?)

Could you give me a hand (to move this box?)

(ఈ పెట్టెను కదల్చడానికి ఒక చెయ్యి వేయగలరా?)

Could you give me a glass of water? (నాకు ఒక గ్లాసు నీరు ఇవ్వగలరా?)

Could you give me a lift down to the park?

(పార్కు వరకు నాకు లిఫ్ట్ ఇవ్వగలరా?)

Could you give the more details? (మరికొన్ని వివరాలు నాకు ఇవ్వగలరా?)

Could you help me to lift this box?

(ఈ పెట్టెను ఎత్తుటకు నాకు సాయం పట్టగలరా?)

Could you hold this till I return? (నేను తిరిగి వచ్చేవరకు దీనిని పట్టుకొనగలరా?)

Could you lend me a couple of rupees? (నాకు రెండు రూపాయలు ఇవ్వగలరా?)

Could you let me know where that is available?

(అది ఎక్కడ దొరుకుతుందో నన్ను తెలుసుకోనివ్వగలరా?)

Could you move your chair this way a bit?

(మీ కుర్చీని ఈ వైపు కొంచెం జరుపగలరా?)

Could you meet me tomorrow? (నన్ను రేపు కలువగలరా?)

Could you postpone the meeting for two days?

(మీటింగ్ను రెండు రోజులు వాయిదా వేయగలరా?)

Could you put this box on the shelf for me?

(నీ కోసం ఈ పెట్టెను షెల్ఫ్ పై పెట్టగలరా?)

Could I see Mr. John ? (నేను జాన్ చూడవచ్చా?)

Could you spare your pen for a minute? (ఒక నిమిషం మీ కలం ఇవ్వగలరా?)

**అసమర్థత (inability) ను సూచించుటకు Could not అను మాటను ఉపయోగించవచ్చును.**

**Examples :**

I was able to lift a paddy bag when I was young

(నేను వయసులో ఉన్నపుడు వడ్లబస్తాను ఎత్తగలిగేవాడిని)

I read her message but I could not understand it.

(అమె ఉత్తరాన్ని చదివాను కాని దాన్ని అర్థం చేసుకోలేకపోయాను)

**2. అనుమతి (permission) ని తెలుపుటకు**

**Examples :**

Could I accompany her to college? (కాలేజికి ఆమెకు తోడు వెళ్ళేదా?)

Could I ask you a few questions ? (నేను మిమ్మల్ని కొద్ది ప్రశ్నలు అడుగనా?)

Could I borrow your book for a week?

(నీ పుస్తకాన్ని నేను ఒక వారం బదులు తీసుకోవచ్చా?)

Could I finish my work tomorrow, and go home now?

(నేను నా పనిని రేపు పూర్తి చేయవచ్చా? ఇప్పుడు ఇంటికి వెళ్ళిపోనా?)

Could I meet your father for a minute? (మీ తండ్రిని ఒక నిమిషం కలువవచ్చా?)

Could I open the window? (నేను కిటికీని తెరవనా?)

I wonder if I could speak to her for a while?

(అమెతో కొంచెంసేపు మాట్లాడవచ్చా?)

గమనిక : పై వాక్యములతో **can** లేదా **may** ని ఉపయోగించి ఈ భావాన్ని వ్యక్తపరుచవచ్చును. కాని **could** ని ఉపయోగించిన **polite** (నమ్రత) **and hesitant** (సంకోచం) **manner** లో అనుమతి (**permission**) కోరినట్లవుతుంది.

### 3. అభ్యర్థన (request) లను తెలుపుటకు

#### Examples :

Could you be more specific about that?

(దాని గురించి మరింత స్పష్టంగా ఉండగలరా?)

Could I have three tickets?

(నేను మూడు టికెట్లు పొందవచ్చా (నాకు మూడు టికెట్లు ఇవ్వగలరా?)

Do you think I could have a cup of tea?

(నేను కప్పు టీ తాగి యుండి ఉండగలననుకున్నారా?)

Could you do me a favour? (నాకు సహాయం చేయగలరా?)

Could you come tomorrow? (మీరు రేపు రాగలరా?)

Could I speak to the headmaster?

(నేను హెడ్ మాస్టర్ గారితో మాట్లాడవచ్చా)

Could you show me the way to the post office?

(నాకు పోస్ట్ ఆఫీస్ కు దారి చూపగలరా?)

Could you stick to the point? (విషయానికి (మాటకు) కట్టుబడి ఉండగలరా?)

Could you talk a bit more quietly? (మరికాస్త నిదానంగా మాట్లాడగలరా?)

Could you tell me how far you have progressed?

(మీరు ఎంతవరకు ముందుకు సాగిపోయారో చెప్పగలరా?)

Could you tell me where John lives?

(జాన్ ఎక్కడ ఉంటున్నాడో నాకు చెప్పగలరా?)

Could you tell me what time it is? (టైమ్ ఎంతయిందో నాకు చెప్పగలరా?)

Could you tell me where there is a good hotel?

(మంచి హోటల్ ఎక్కడ ఉన్నదో నాకు చెప్పగలరా?)

Couldn't tell it was you ? (అది నీవేనని నేను చెప్పలేదా?)

Could you type one more letter before you go?

(నీవు వెళ్ళేముందు మరొక్క ఉత్తరాన్ని టైపు చేయగలరా?)

Could I use your phone? (నీ ఫోన్ ని ఉపయోగించుకోవచ్చా?)

Could you wait a little longer? (కొంచెసేపు వేచి యుండగలరా?)

గమనిక : పై వాక్యములతో can లేదా may ని ఉపయోగించి ఈ భావాన్ని వ్యక్తపరుచవచ్చును. కాని could ని ఉపయోగించిన polite (నమ్రత) and hesitant (సంకోచం) లో manner లో అభ్యర్థన (request) కోరినట్లవుతుంది.

గమనిక : పై వాక్యములందు please అను పదమును వాక్యం చివరగాని, could you తర్వాత గాని చేర్చిన మరింత మర్యాదకరంగా వుంటుంది.

**4. సంభావ్యత (possibility) ను తెలుపుటకు**

**Examples :**

She could be right I suppose (ఆమె చెప్పినదే సరైనది కావచ్చు. నా ఊహ)

He could be successful, if he had tried hard.

(అతడు గట్టిగా ప్రయత్నిస్తే అతడు విజయం సాధించవచ్చు)

You could easily have done it. (నీవు దానిని సుళువుగా చేయవచ్చు)

If I had the money, I could buy a scooter.

(నా దగ్గర డబ్బు ఉండినట్లయితే నేను స్కూటర్ ను కొని ఉండేవాడిని)

You could have caught the train if you had hurried

(నీవు తొందర పడియుండినట్లయితే, నీవు రైలును అందుకోగలిగియుండేవాడివి)

Don't worry. She could have just forgotten to phone.

(బాధ పడకు. ఆమె ఫోన్ చేయడం మరచిపోయి ఉండి ఉంటుంది)

We could have gone. but we didn't

(మేము వెళ్ళగలిగి యుండేవారము కాని వెళ్ళలేదు)

She could have helped me if I had asked her.

(నేను ఆమెను అడిగి యుండినట్లయితే, ఆమె నాకు సహాయపడగలిగి యుండేది.

The roads could be improved. ( రోడ్లు అభివృద్ధి చెందగలవు)

If people did not interrupt he could finish the work by evening.

(ప్రజలు ఆటంకపరచకపోతే అతడు సాయంత్రానికి పని పూర్తి చేయగలిగేవాడు)

You could have left, your umbrella in your office.

(నీవు నీ గొడుగును మీ ఆఫీసులో వదిలిపెట్టి ఉంటావు.)

Could we have made a mistake? (మనం తప్పు చేశామా?)

She could have screamed. (ఆమె అరిచి ఉండవచ్చు)

You could at least have sent a card.

(నీవు కనీసం ఒక కార్డు అయినా పంపి ఉండాలింది)

**5. సూచన : (suggestion) అను తెలుపుటకు**

**Examples :**

If you will help me, I could finish this Job quickly.

(నీవు నాకు సహకరిస్తే, ఈ పనిని త్వరగా పూర్తి చేయగలుగుదును?)

If you lend me two hundred rupees, I could manage until pay day.

(నీవు నాకు 200 రూ.లు ఇస్తే, జీతాల రోజు వరకు సర్దుకుపోగలుగుదును)

**MAY**

May యొక్క past tense రూపము : Might

May యొక్క Negative రూపము : may not (mayn't)

ఉపయోగించు సందర్భములు :

**1. అభ్యర్థన (request) ను తెలుపుటకు**

**Examples :**

May I have a cigarette ? (ఒక సిగరెట్ ఇస్తావా?)

May I have a word with you ? (నేను నీతో ఒక మాట చెప్పవచ్చా?)

May I have something to eat? (నేను తినటానికి ఏమైనా ఉన్నదా?)

May I have your match box ? (అగ్గిపెట్టె ఇస్తారా?)

May I accompany you ? (నేను నీకు తోడుగా రానా?)

May I borrow your scooter? (నీ స్కూటర్ను తీసుకోవచ్చా?)

May I know what you want ? (నీవు ఏమి కోరుతున్నావో నేను తెలుసుకోవచ్చా?)

May I know where she lives? (ఆమె ఎక్కడ ఉంటున్నదో నేను తెలుసుకోవచ్చా?)

May I know where you are going?

(నీవు ఎక్కడకు వెళుతున్నావో నేను తెలుసుకోవచ్చా?)

May I know who came for me (నా కోసం ఎవరొచ్చారో తెలుసుకోవచ్చా?)

May I put off the fan? (ఫ్యాన్ ఆపేయనా?)

May I shut the door? (తలుపు మూయనా?)

May I take your pen? (నీ పెన్ను తీసుకోవచ్చా?)

గమనిక : పై వాక్యముల చివర 'please' అను మాటను చేర్చిన మరింత మర్యాదకరమైన అభ్యర్థనలవుతాయి.

## 2. అనుమతి (Permission) ని కోరుటకు

### Examples :

May I have water to wash with ? (స్నానానికి నీళ్ళు తోడనా?)

May I do it for you ? (దీనిని నీ కోసం చేసేదా?)

May I accompany Mary? (మేరీకి తోడుగా వెళ్ళేదా?)

May I ask you a question ? (నేను నిన్ను ఒక ప్రశ్న అడిగేదా?)

May I come in ? (నేను లోనికి రావచ్చా?)

May I get a word in ? (నేను ఒక మాట చెప్పేదా?)

May I go home now? (ఇప్పుడు నేను ఇంటికి వెళ్ళవచ్చా?)

May I leave now ? (నేను ఇప్పుడు వెళ్ళిపోవచ్చా?)

May I leave this with you ? (దీనిని నీతో వదిలి వెళ్ళేదా?)

May I make a suggestion ? (ఒక సూచన చేయనా?)

May I sit down? (నేను కూర్చోవచ్చా?)

May I suggest another time ? (వేరొక సమయాన్ని సూచించనా?)

గమనిక : పై వాక్యముల చివర (please) అను మాటచేర్చిన మరింత మర్యాదకరంగా అనుమతి కోరినట్లవుతుంది.

## 3. అనుమతి (permission) ని మంజూరు (grant) చేయుటకు

### Examples :

You may do exactly as you like (నీ ఇష్టం వచ్చినట్లు నీవు చేయవచ్చు)

You may ask for anything you want

(నీకు కావలసినది దేనికోసమైనా నీవు అడుగవచ్చు)

You may come in (నీవు లోపలికి రావచ్చు)

You may go home. (నీవు ఇంటికి వెళ్ళవచ్చు)

You may leave when you have finished the work.

(పనిపూర్తి చేసిన పిదప నీవు వెళ్ళవచ్చును)

You may see me if you wish (నీవు కోరితే నన్ను చూడవచ్చు)

You may speak now. (నీవు ఇప్పుడు మాట్లాడవచ్చును)

You may use my pen. (నీవు నా కలాన్ని ఉపయోగించుకోవచ్చు)

గమనిక : may నకు బదులు can ను కూడా permission ని కోరుటకు లేదా grant చేయుటకు ఉపయోగించవచ్చును. అయితే may ని ఉపయోగించిన ఎక్కువ మర్యాదకరంగా ఉంటుంది.

#### 4. సంభావ్యత (Possibility) ని తెలుపుటకు

##### Examples :

How old may she be ? (ఆమెకు ఎంత వయసు ఉండవచ్చు?)

She may be at home. (ఆమె ఇంటి వద్ద ఉండవచ్చు.)

It may be correct (అది కరెక్టు కావచ్చు.)

This book may be David's. (ఈ పుస్తకం డేవిడ్‌ది కావచ్చు.)

That may be true (అది నిజం కావచ్చు.)

What she says may be true. (ఆమె చెప్పేదేమిటో అది నిజం కావచ్చు)

He may be here today but it is unlikely

(అతడు ఆ రోజు ఇక్కడ ఉండవచ్చు. కాని అది జరుగనిది.

He may have been here, but we cannot be sure

(అతడు ఇక్కడకు రావచ్చు. కాని మేము గట్టిగా చెప్పలేము.)

He may lose his way (అతడు దారి తప్పవచ్చును)

He may attend the function (ఫంక్షన్‌కు అతడు హాజరు కావచ్చు.)

He may come today (అతడు ఈ రోజు రావచ్చు.)

This medicine may cure your fever (ఈ మందు నీ జ్వరాన్ని నయం చేయవచ్చు.)

We may expect a good harvest (మనం మంచి పంటను ఊహించవచ్చు)

The case may go against you (కేసు నీకు వ్యతిరేకంగా పోవచ్చు)

He may have been wrong (అతడు పొరబడి ఉండవచ్చును.)

The function may be postponed. (ఫంక్షన్ వాయిదా పడవచ్చు)

It may rain today (ఈ రోజు వర్షం కురువవచ్చు.)

She may be waiting at the park when we arrive

(మనం వెళ్ళే సరికి ఆమె పార్క్ వద్ద వేచిచూస్తూ ఉండవచ్చు.

#### 5. కోరిక (wish) లేదా ఆశ (hope) ను తెలుపుటకు

##### Examples :

May you always be happy (నీవు సదా సంతోషంగా ఉండువుగాక?)

May you both be very happy! (మీరిద్దరూ చాలా సంతోషముగా ఉండురుగాక!)

May God bless you ! (దేవుడు నిన్ను దీవించును గాక!)

May God bless you with a son !

(నిన్ను దేవుడు ఒక కుమారునితో దీవించును గాక!)

May God bless you with one son and one daughter?

(నిన్ను దేవుడు ఒక కుమారుడు, ఒక కుమార్తెతో దీవించును గాక!)

May you have a very happy married life !

(నీవు సంతోషకరమైన వైవాహిక జీవితాన్ని కల్గియుండువు గాక!)

May your words come true! (నీ మాటలు నిజమగుగాక!)

May you get success! (నీవు విజయం సాధించుగాక!)

May you live a long, happy and prosperous life!

(నీవు సుదీర్ఘ, సంతోషకరమైన, అభివృద్ధికరమైన జీవితాన్ని గడుపుగాక!)

May you prosper, my son! (బిడ్డా! నీవు వర్ధిల్లుగాక!)

May David recover soon! (డేవిడ్ త్వరగా కోలుకొనుగాక!)

May her soul rest in eternal piece in Heaven!

(ఆమె ఆత్మ స్వర్గంలో శాంతి పొందునుగాక!)

## 6. సహాయం చేయుటను సూచించుటకు

### Examples :

May I be of service to you ?

(నేను నీకు సహాయ పడనా?)

May I carry the luggage for you ?

(నీ కోసం లగేజి మోసుకురానా?)

May I help you ?

(నేను నీకు సహాయపడగలనా?)

## 7. ఉద్దేశ్యము (purpose) ను తెలుపుటకు

### Examples :

Hurry up, so that you may catch the first bus.

(త్వరపడు, తొలి బస్సు అందుకోవచ్చు)

We eat so that we may live (మనం జీవించటానికి తింటాము)

The doctor fears that she may die. (ఆమె చనిపోవచ్చని డాక్టర్ భయపడతున్నాడు)

She works hard so that she may secure good marks.

(ఆమె మంచి మార్కులు సంపాదించటానికి కష్టపడి పనిచేస్తుంది)

8. జరుగదగిన స్థితి (probable conditon) ని తెలుపు వాక్యములందు అవకాశము (possibility) లేదా అనుమతి (permission) ని తెలుపుటకు

**Examples :**

If it rains, I may not go out (వర్షం కురిసేటట్లయితే, నేను బయటకు వెళ్ళకపోవచ్చు)

If I feel ill, I may not go (నాకు నలతగా ఉంటే, నేను వెళ్ళకపోవచ్చు)

You may catch the train if you hurry. (నీవు తొందరపడితే, రైలు అందుకోవచ్చు)

If you want my pen, you may take it.

(నీవు నా కలం కోరితే, నీవు దానిని తీసుకోవచ్చు)

**MIGHT**

Might ని ఉపయోగించు సందర్భములు

1. వేడికోలు లేదా అభ్యర్థన (request) ను తెలుపుటకు

**Examples :**

Might I have a word with you ? (మీతో ఒక మాట మాట్లాడనా?)

Might I borrow your bicycle ? (నేను మీ సైకిల్ తీసుకోనా?)

Might I make a suggestion ? (నేను ఒక సూచన చేయనా?)

He asked me if he might borrow a pen

(అతడు కలం తీసుకొంటానని నన్ను అడిగాడు)

Might I speak to you for a few minutes (మీతో కొద్ది నిముషాలు మాట్లాడవచ్చా)

2. అవకాశము లేదా సంభవము (possibility) ను తెలుపుటకు

**Examples :**

Don't drink it. It might be a poisonous drink.

(దాని త్రాగవద్దు. అది విషద్రవం అయి ఉంటుంది)

She might be able to remember what you said

(నీవు చెప్పినదేమిటో ఆమె గుర్తుంచుకోగలిగి ఉంటుంది)

She might not be in Chennai at all (ఆమె చెన్నైలో ఉండి ఉండకపోవచ్చు)

That might not be true (అది నిజం కాకపోవచ్చు)

She might come here in time, but I cannot be sure

(నిర్ణీత సమయంలోగా రావాల్సింది. కాని నేను గట్టిగా చెప్పలేను)

You might have come by car (నీవు కారులో వచ్చి ఉండాల్సింది)

You might have come yourself (నీవే రావాల్సింది)

He might have gone without informing anybody.

(అతడు ఎవరికీ చెప్పకుండా వెళ్ళి ఉండాల్సింది)

You might have got a job last month

(నీవు గత నెలలో ఉద్యోగం సంపాదించి ఉండాల్సింది)

She might have secretly married a rich but very ugly fellow.

(ఆమె ఒక ధనవంతుడిని, అతి వికారిని రహస్యంగా పెళ్ళి చేసుకొని వుంటుంది)

You might offer to help (సహాయము చేయుదునని నీవు చెప్పవలసి ఉన్నది)

You might have sent me a message

(నీవు నాకు మెసేజ్ (వర్తమానం) పంపి ఉండాల్సింది)

He might succeed

(నీవు బహుమతిని గెలిచి ఉండాల్సింది)

You might have told me you were bringing an extra person to supper.

(రాత్రి భోజనానికి ఇంకొక వ్యక్తిని కూడా తీసుకు వస్తున్నానని నాకు చెప్పి ఉండాల్సింది.)

He might win a prize (వాడు బహుమతిని గెలిచి ఉండాల్సింది)

**3. వినమ్రతతో కూడిన సూచన (polite suggestions) లను తెలుపుటకు**

**Examples :**

You might check the errors in this paper.

(తమరు ఈ కాగితంలోని తప్పులను సరిచేసి ఉండాల్సింది)

**MUST**

Must యొక్క Negative రూపము must not

**Must** ని ఉపయోగించు సందర్భములు

1. బాధ్యత, విధి. నిర్బంధము, తప్పనిసరి (**obligation**) ని తెలుపుటకు

**Examples :**

You must be back by 6 p.m.

(నీవు తప్పక సాయంత్రం ఆరింటికల్లా వెనక్కి తిరిగిరావాలి)

You must not be late tomorrow. (నీవు రేపు ఆలస్యంకారాదు)

I must have her for a wife. (ఆమెను తప్పక చేసుకుంటాను)

You must have your hair cut. (నీవు తప్పక క్షవరం చేయించుకోవాలి)

You must do as you are told. (నీకు చెప్పినట్లు నీవు తప్పక చేయాలి)

I must do as she tells me. (ఆమె నాకు చెప్పినట్లుగా తప్పక చేస్తాను)

You must not do it. (నీవు దీనిని చేయరాదు)

The work must done within the given time.

(ఇచ్చిన సమయంలోగా ఈ పని తప్పక చేయాలి)

You must not behave rudely to anyone.

(మనం ఎవరి యెడల దురుసుగా ప్రవర్తించరాదు.

You must clear the duties by the 10th of this month

(ఈ నెల 10వ తేదీకల్లా నీవు విధులను నిర్వర్తించాలి.)

You must come home before midnight.

(నీవు అర్ధరాత్రికి ముందే తప్పక ఇంటికి రావాలి)

You must all come and bring your children.

(మీరంతా తప్పకరావాలి, పిల్లలను తీసుకురావాలి)

You must not drive without a license.

(నీవు లైసెన్స్ లేకుండా డ్రైవ్ చేయరాదు)

Drivers of the vehicles must follow the traffic signs.

(వాహనాల డ్రైవర్లు ట్రాఫిక్ గుర్తులను తప్పక పాటించాలి)

I must go now (నేను ఇప్పుడు తప్పక వెళ్ళాలి)

I must go to the bank to get the amount.

(ఆ డబ్బును తీసుకు రావడానికి నేను తప్పక బ్యాంకుకు వెళ్ళాలి)

I must leave now other wise I shall miss the train.

(నేను ఇప్పుడే వెళ్ళాలి లేకున్న రైలు మిస్సవుతాను.)

I must leave you now (నేను ఇప్పుడు నిన్ను తప్పక విడిచి వెళ్ళాలి)

We must all listen carefully (మనమంతా తప్పక జాగ్రత్తగా వినాలి)

You must marry him (నీవు అతనిని తప్పక పెళ్ళాడాలి)

Policemen must obey orders (పోలీసులు తప్పక ఆజ్ఞలను పాటించాలి)

We must obey the laws of the country.

(మనం దేశచట్టాలను తప్పక గౌరవించాలి)

We must oil this door to stop it croaking

(క్రిర్రుమనకుండా అవుటకు ఈ తలుపుకు మనం తప్పక ఆయిల్ వేయాలి)

Cars must not be parked in front of the entrance.

(ప్రవేశమార్గము ఎదురుగా కారులను ఆపకూడదు.)

You must pay your debts (నీవు నీ అప్పులను తప్పక తీర్చాలి)

I must report today. (నేను ఈ రోజు తప్పక ఫిర్యాదు చేస్తాను)

We must reply to this letter immediately.

(ఈ ఉత్తరానికి వెంటనే తప్పక జవాబు ఇవ్వాలి)

A student must respect his lecturer. (విద్యార్థి తమ లెక్చరర్‌కు గౌరవం ఇవ్వాలి)

We must stay till night.

(మనం ఇక్కడ రాత్రి వరకు తప్పక ఆగాలి)

Must I take this horrible medicine?

(ఈ ఘోరమైన మందును నేను తప్పక తీసుకోవాలా?)

You must not tell anyone about this. It is a secret

(దీన్ని గురించి నీవు ఎవరికి చెప్పరాదు. ఇది రహస్యం.)

How often must I tell you? (నేను నీకు ఎంత తరచుగా చెప్పాలి?)

We must vacate our apartment by the end of this month.

(మనం ఈ నెలాఖరుకల్లా మన అపార్ట్‌మెంటును ఖాళీ చేయాలి.)

You must vacate the hotel by Friday.

(నీవు శుక్రవారానికి హోటల్ గదిని ఖాళీ చేయాలి.)

**2. నిషిద్ధ లేదా చేయ కూడని పనులను తెలుపుటకు.**

**Examples :**

You must not do that (నీవు దానిని చేయరాదు)

You must not accept it. (నీవు దీనిని అంగీకరించవద్దు)

You must not breathe a word of this to anyone.

(నీవు ఎవరికి ఈ విషయం గురించి ఒక్క మాట కూడా ఊదరాదు)

You must not come here again. (నీవు మరల తిరిగి ఇక్కడకు రావద్దు)

You must not open my letters. (నీవు నా వుత్తరాలను తెరవవద్దు)

You must not smoke in the presence of your teachers.

(నీవు నీ ఉపాధ్యాయుల సమక్షంలో పొగ త్రాగరాదు)

Candidates must not write their names on the answer books.

(అభ్యర్థులు సమాధాన పత్రములపై వారి పేర్లు వ్రాయరాదు)

3. విధి లేదా బాధ్యత (duty) ను తెలుపుటకు

**Examples :**

Staff must be at their seats by 9.00 a.m.

(సిబ్బంది 9 గంటలకల్లా వారి సీట్లలో వుండి తీరాలి)

Government servants must be honest.

(ప్రభుత్వ ఉద్యోగులు నిజాయితీగా వుండాలి)

You must serve your parents. (నీవు నీ తల్లి తండ్రులను సేవించాలి)

4. సలహా లేదా సూచన (advice or recommendation) లను తెలుపుటకు

**Examples :**

You must inform the police of the accident.

(నీవు షోలీసులకు యాక్సిడెంటు గురించి తప్పక సమాచారం అందించాలి)

You must not keep your wife waiting.

(నీవు నీ భార్యను వేచి ఉండునట్లు చూడరాదు)

You must not leave home without having breakfast.

(బ్రేక్ ఫాస్ట్ చేయకుండా నీవు ఇల్లు వదిలి వెళ్ళరాదు)

You must not lie. (నీవు అబద్ధం ఆడరాదు)

You must not miss this opportunity. (నీవు ఈ అవకాశాన్ని తప్పక విడువరాదు)

You must read this novel. It is marvellous.

(నీవు ఈ నవలను తప్పక చదవాలి. ఇది అద్భుతమైనది)

You must speak the truth. (నీవు తప్పక నిజం మాట్లాడాలి)

You must not talk about her like this.

(నీవు ఆమె గురించి ఈ విధంగా మాట్లాడవద్దు)

You must not worry about him. (నీవు అతని గురించి ఆందోళన చెందరాదు)

5. ఉద్దేశ్యము (intention) లను తెలుపుటకు.

**Examples :**

I must ask her about that (దాని గురించి నేను ఆమెను తప్పక అడుగుతాను)

I must finish this work before I leave

(నేను వెళ్ళేలోగా ఈ పనిని తప్పక పూర్తి చేస్తాను)

6. సాధ్యం లేదా సంభవింపదగినస్థితి (probability) ని తెలుపుటకు.

**Examples :**

There must be a fire nearby. (దగ్గరలో తప్పక నిప్పు ఉండి వుంటుంది)

It must be a new saree. (ఇది తప్పక క్రొత్త చీర అయి వుంటుంది)

He must be a thief. (అతడు తప్పక దొంగ అయి వుంటాడు)

She must be fine. (ఆమె తప్పక బాగానే ఉండి వుంటుంది)

You must be Joking. (నీవు తప్పక జోక్ చేస్తున్నావు)

He must be nearly seventy.

(అతడికి తప్పక సుమారు 70 ఏండ్లు వుంటాయి)

He must be mad to say so.

(ఆ విధంగా చెప్పడం అతడికి తప్పక పిచ్చి అయి వుంటుంది)

There must be some mistake

(తప్పక కొంత తప్పు వుండి తీరాలి)

This must be the book you want.

(నీవు కోరుకున్న పుస్తకము తప్పక ఇదే కావచ్చు)

He must be the principal of our college.

(అయన తప్పక మన కాలేజి ప్రిన్సిపాల్ కావచ్చు)

This must be the place he said to meet him but where is he?

(ఇదే తనని కలుసుకోమని చెప్పిన ప్రదేశం తప్పక అయి ఉంటుంది. కాని అతడు ఎక్కడ?)

Somebody is knocking at the door. It must be the postman.

(ఎవరో తలుపు తట్టుతున్నారు. అది తప్పక పోస్ట్మాన్ అయి వుంటాడు)

He must be the wanted man: he is exactly like this picture.

(అతడే కావలసినవాడై వుంటాడు. అతడు ఈ ఫోటో మాదిరిగా వున్నాడు)

They must be twins. (వారు తప్పక కవలలై వుండి వుంటారు)

You must have broken the pot. (నీవే కుండని తప్పక పగల కొట్టి యుంటావు)

You must have known what he wanted.

(అతడు ఏమి అడుగుతున్నాడో నీవు తప్పక తెలుసుకొని వుండాలి)

They must have reached the station by now.

(వారు ఇప్పటికి తప్పక స్టేషన్ కు చేరుకుని వుంటారు)

I must have written at least 3 letters

(నేను కనీసం 3 ఉత్తరాలను తప్పక వ్రాసి ఉండాల్సింది)

7. అవసరము (necessity) ను తెలుపుటకు

**Examples :**

My wife said she must have a new saree for Christmas.

(క్రిస్మస్ కు క్రొత్త చీర తీసుకుంటానని నా భార్య చెప్పింది)

You must hurry, you are very late.

(నీవు తప్పక త్వరపడు. నీవు చాలా ఆలస్యం అయినావు)

You must run fast to catch the bus.

(నీవు బస్సును అందుకొనుటకు తప్పక వేగంగా పరుగెత్తాలి)

You must work hard if you want to become a doctor.

(నీవు డాక్టర్ కావాలంటే నీవు తప్పక కష్టపడి పనిచేయాలి)

### OUGHT TO

Ought to యొక్క negative రూపము. Ought not to

**Ought to** ని ఉపయోగించు సందర్భములు

**1. కర్తవ్యము లేదా బాధ్యత (duty or obligation) ను తెలుపుటకు**

**Examples :**

You ought to do your home work daily (నీవు హోంవర్క్ ని ప్రతి రోజు చేయాలి)

Such things ought not to be allowed

(అటువంటివి అనుమతించ బడకుండా ఉండాలి)

You ought to apologise to her. (నీవు ఆమెకు క్షమాపణ చెప్పుకోవాలి)

You ought to attend the meeting. (నీవు మీటింగ్ నకు హాజరు కావాలి)

You ought to help your parents. (నీవు నీ తల్లి దండ్రులకు సహాయ పడాలి)

You ought not to let your son run on the road

(నీవు మీ కుమారుడిని రోడ్డుపై పరుగెత్తుకుండా చేయాలి)

You ought to meet him tonight (నీవు అతనిని ఈ రాత్రికి కలవాలి)

You ought not to neglect your wife (నీవు నీ భార్యను నిర్లక్ష్యం చేయరాదు)

You ought to say you are sorry (నీవు క్షమాపణ చెప్పాలి)

We ought to start immediately (మనం వెంటనే బయలుదేరాలి)

I ought to write to her today (నేను ఈ రోజు ఆమెకి వ్రాయాలి)

**2. సలహా (advice) సూచన, (recommendation) ఊహ లేదా అంచనా (expectation), కోరిక (desirability) ని తెలుపుటకు.**

**Examples :**

You really ought to do something about that matter

(ఆ విషయం గురించి నీవు నిజంగా ఏదో ఒకటి చేయాలి)

Coffee ought to drunk while it is hot (కాఫీ వేడిగా ఉన్నప్పుడే త్రాగబడాలి)

Such practices ought not to be allowed

(అటువంటి చర్యలు అనుమతింపబడకుండా ఉండాలి)

You ought to go to the cardiologist every three months.

(నీవు ప్రతి 3 నెలలకు కార్డియాలిజిస్ట్ వద్దకు వెళ్ళాలి)

You ought to improve your English before you go to work in U.S.A.

(నీవు అమెరికాలో పనిచేయడానికి వెళ్ళేముందు నీ ఇంగ్లీష్‌ను అభివృద్ధి చేసుకోవాలి)

You ought not to miss this golden opportunity

(నీవు ఈ గొప్ప అవకాశాన్ని వదులు కోరాదు)

You ought to read this book (నీవు ఈ పుస్తకం చదవాలి)

**3. సంభవము (probability) ను తెలుపుటకు**

**Examples :**

My brother ought to be here soon. (మా సోదరుడు ఇక్కడ కొద్దిసేపట్లోనే ఉంటాడు)

If he started at six, he ought to be here by now.

(అతడు ఆరుగంటలకు బయలుదేరితే ఇప్పటికి ఇక్కడకు చేరేవాడు)

She ought to be out of jail by now. (ఆమె ఇప్పుడు విడుదలై ఉంటుంది)

She ought to win a gold medal. (ఆమె ఒక బంగారు పతకం సాధిస్తుంది)

**4. Ought to have తో verb యొక్క Past participle రూపమును ఉపయోగించిన (జరుగకున్ననూ) జరుగుతుందని ఊహించడాన్ని తెలుపును.**

**Examples :**

He ought to have been a lawyer (అతడు లాయర్ అయి ఉండాల్సింది)

She ought to have been more careful (ఆమె చాలా జాగ్రత్తగా ఉండాల్సింది)

He ought to have been home by now. (అతడు ఇప్పుడు ఇంటికి వెళ్ళి ఉంటాడు)

She ought to have done that earlier. (దానిని ముందుగానే ఆమె చేసి ఉండాల్సింది)

I ought to have helped him (నేను అతనికి సహాయపడి ఉండాల్సింది)

You ought to have looked after your parents

(నీవు తల్లిదండ్రులను చూసి ఉండాల్సింది)

You ought to have prepared well for the test

(నీవు పరీక్షకు బాగుగా సిద్ధపడి ఉండాల్సింది)

You ought to have put part of your salary in the post office each month.

(నీవు ప్రతి నెల నీ జీతంలో కొంతభాగాన్ని పోస్టాఫీసులో వేయాల్సింది)

**5. Ought not to have** అను మాటను గతంలో జరిగిన పని యెడల అయిష్టతను తెలుపుటకు

**Examples :**

I ought not to have come here (నేను ఇక్కడకు రాకుండా ఉండాల్సింది)

He ought not to have gone there (అతడు అక్కడకు వెళ్ళకుండా ఉండాల్సింది)

**NEED**

Need = అవసరమగు

Need యొక్క Negative రూపము need not.

Need ని ఉపయోగించు సందర్భములు

1. బాధ్యత (**obligation**) ను తెలుపుటకు

**Examples :**

You need answer the question in 100 words

(ప్రశ్నను 100 మాటలలో జవాబిస్తే చాలు)

You need come only once a week.

(నీవు వారానికి ఒక సారి వస్తే చాలు)

You need not finish this work today

(ఈ రోజే ఈ పనిని పూర్తిచేయనవసరం లేదు)

She need only give her consent and the match will be settled

(ఆమె తన సమ్మతాన్ని తెలిపితే చాలు. వివాహం నిశ్చయమవుతుంది)

You need not go there. (నీవు అక్కడకు వెళ్ళనవసరం లేదు)

Need you go there?

(నీవు అక్కడకు వెళ్ళనవసరం ఉన్నదా?)

Need you go so soon? (నీవు అంత త్వరగా వెళ్ళాలా?)

Need you go yet? (నీవు ఇంకా వెళ్ళలేదా?)

You need only mention the price and I shall pay it.

(నీవు ధర చెప్పే చాలు నేను చెల్లిస్తాను)

You need not remind me (నీవు నాకు గుర్తుచేయనవసరం లేదు)

You need not see me, Just pen a letter

(నీవు న్ను చూడనవసరం లేదు. లెటర్ వ్రాస్తే చాలు)

You need not stay here (నీవు ఇక్కడ ఉండనవసరం లేదు)

Need I wait for you? (నేను నీ కోసం వేచి ఉండాలా?)

You need not worry about it.

(నీవు దానిని గురించి ఆందోళన చెందనవసరం లేదు)

Need I write it again? (దీనిని మరల వ్రాయనవసరం ఉన్నదా?)

**2. జరిగిపోయిన పనులు అవసరంలేనివి అని చెప్పుటకు**

**Examples :**

There need be no further talk on it.(దానిపై ఇంకా చర్చ అనవసరం)

You need not have done it. (దీనిని నీవు చేయవలసిన అవసరం లేదు)

You need not have bought it (దీనిని నీవు కొనవలసిన అవసరం లేదు)

You need not have come in here. A letter would have been enough)

(నీవు ఇక్కడకు రానవసరం లేదు ఒక లెటర్ వేస్తే సరిపోయేది)

You need not have gone there (నీవు అక్కడకు వెళ్ళాల్సిన అవసరం లేదు)

You need not have hurried (నీవు తొందర పడనవసరం లేదు)

Need you have paid so much? (నీవు అంత చెల్లించాల్సిన అవసరం ఉన్నదా?)

You need not have sold the shop. (నీవు షాపును అమ్మాల్సిన అవసరంలేదు)

You need not have taken all that trouble

(నీవు ఆ కష్టమునంతా పైన వేసుకోవాల్సిన అవసరం లేదు)

You need not have visited him (నీవు అతడిని సందర్శించాల్సిన అవసరం లేదు)

You need not have written to her. (నీవు ఆమెకు వ్రాయాల్సిన అవసరం లేదు.)

**Main Verb గా**

1. బాధ్యత (**obligation**) ను తెలుపుటకు

I did not need to go to the bank. I borrowed some money from John.

(నేను బ్యాంకుకు వెళ్ళనవసరంలేదు. నేను జాన్ నుండి కొంత డబ్బు అప్పు తీసుకున్నాను)

2. అవసరము ను తెలుపుటకు

I need his assistance (నాకు అతని సహకారం అవసరం)

I need some money to buy a television

(టెలివిజన్ కొనడానికి నాకు కొంత డబ్బు అవసరం)

Do you need any help? (నీకు ఏదైనా సహాయం అవసరమా?)

## DARE

Dare ని ఉపయోగించు సందర్భములు :

**1. ఒక పనిచేయుటకు తగినంత సామర్థ్యం లేదా ధైర్యం (courage or impudence) ఉన్నదని తెలుపుటకు.**

**Examples :**

Do not dare do that again. (దాన్ని మళ్ళీ చేయడానికి సాహించవద్దు)

I dare not approach the principal. (నేను ప్రిన్సిపాల్ ఎదుటికి వెళ్ళలేను)

She dare not disobey me. (ఆమె నన్ను ఎదరించడానికి సాహించలేదు)

I dare not face her. (నా ముఖం ఆమెకు చూపే సాహసంలేదు)

He dare not face me. (అతడు నాకు ఎదుట పడే సాహసం లేదు)

Dare he go there alone. (అతనికి ఒంటరిగా అక్కడకు వెళ్ళే సాహసం ఉన్నదా?)

She will never dare go there again.

(ఆమె మరల అక్కడకు వెళ్ళే సాహసం చేయదు)

I dare not oppose my father (నేను మా తండ్రిని ఎదిరించలేను)

I dare not ring her again (నేను మరల ఆమెకు ఫోన్ చేయలేను)

**2. కోపము (anger) ను వ్యక్తపరుచుటకు**

**Examples :**

How dare you do it (దీనిని చేయడానికి నీకు ఎంత ధైర్యం?)

How dare you open my letters? (నా ఉత్తరాలు తెరవడానికి నీకు ఎంత ధైర్యం?)

How dare you oppose me ? (నన్ను ఎదిరించడానికి నీకు ఎంత ధైర్యం?)

How dare you speak to me so rudely?

(నాతో అంత దురుసుగా మాట్లాడటానికి నీకు ఎంత ధైర్యం?)

How dare you speak to me like that ?

(నాతో ఆ విధంగా మాట్లాడటానికి నీకు ఎంత ధైర్యం?)

How dare you take my pen without even asking?

(కనీసం అడగకుండా కూడా నా కలాన్ని తీసుకోవడానికి ఎంత ధైర్యం?)

### 3. అవకాశము (possibility) ను తెలుపుటకు

#### Examples :

I dare say there will be post office nearby

(దగ్గరలో పోస్టాఫీస్ ఉండి ఉంటుందని ధైర్యంగా చెప్పగలను)

I dare say she is not an Indian citizen.

(ఆమె భారత పౌరురాలు కాదని చెప్పగలను)

I dare say you are an Indian but you still need a passport to prove

(నీవు భారతీయుడవని చెప్పగలను కాని దానిని రుజువు చేయడానికి పాస్‌పోర్టు అవసరం)

I dare say fifty rupees will do it.

(50 రు॥లు చాలునని చెప్పగలను)

I dare say he will come later.

(అతడు తర్వాత రాగలడని చెప్పగలను)

I dare say you have spent all your money by now.

(నీవు ఇప్పటికే డబ్బు ఖర్చు చేసి ఉంటావని చెప్పగలను.)

#### Full verb గా Challenge అను అర్థంలో

I dare you to say that again.

(దానిని మరల చేస్తానని నీకు చెప్పుతున్నా)

I dare you to tell your father about it.

(దీని గురించి మీ నాన్నతో చెప్పేస్తా)

Throw it at him, I dare you

(దీనిని అతనివైపు విసురు, నేను ఉన్నాగా)

#### Full Verb గా Have sufficient courage

(తగిన ధైర్యమున్నదని చెప్పుటకు)

He did not dare to go.

(అతడు వెళ్ళలేదు)

She does not dare to go against her father's wishes.

(ఆమె తన తండ్రి ఆశయాలకు విరుద్ధంగా నడువలేదు)

She did not dare to go his office.

(ఆమె అతని ఆఫీసుకు వెళ్ళలేదు)

He does not dare to question his wife

(అతడు తన భార్యను ప్రశ్నించలేడు)

I wonder how he dares to say such things.

(అలాంటివి చెప్పడానికి ఎంత ధైర్యం?)

I have never dared to scold her

(నేను ఆమెను ఎన్నడూ నిందించలేను)

How did you dare to tell her about it ?

(దాని గురించి ఆమెకు చెప్పడానికి నీవు ఎంత సాహసించావు?)

I do not know why she dares wear that dress.

(ఆమె ఎందుకు ఆ డ్రెస్సు వేయ సాహసించిందో నాకు తెలియదు)

### USED TO

Used to ని అరుదుగా మాత్రమే Negative and Interrogative sentences లలో ఉపయోగిస్తారు.

**Used** ని ఉపయోగించు సందర్భములు.

**1. దీనిని auxiliary verb గా past tense లోనే ఉపయోగిస్తారు. గతంలో అలవాటుగా జరిగిన పనులను తెలుపుటకు used to ని ఉపయోగిస్తారు. అనగా (discontinued past habit ని తెలుపుటకు**

**Examples :**

People used to believe in ghosts stories in those days.

(ఆ రోజుల్లో ప్రజలు దెయ్యాల కథలను నమ్మేవారు)

She used to go to school on foot last year.

(పోయిన సంవత్సరం ఆమె నడకపై స్కూలుకు వెళ్ళేది)

I used to go for a walk (నేను నడకకు వెళుతుండేవాడిని)

I used to smoke but now I don't

(నేను పొగ త్రాగే వాడిని కాని ఇప్పుడు లేదు)

He used to take wine during his stay in France.

(అతడు ఫ్రాన్స్‌లో ఉన్నప్పుడు వైన్ త్రాగేవాడు)

He used to suck his thumb in his childhood.

(అతడు బాల్యంలో వేలు చీకేవాడు)

During student life I used to take exercise daily

(విద్యార్థి జీవితంలో నేను ప్రతిరోజు ఎక్సర్సైజ్ చేసే వాడిని)

2. 'used to' ని అలవాటు పడిన లేదా వ్యసనమయిన పనులను తెలుపుటకు

**Examples :**

I am used to cold climate.

(నేను చల్లని వాతావరణానికి అలవాటు పడ్డాను)

He is used to gambling

(అతడు జూదం ఆడతాడు)

I am used to morning walk

(నేను ఉదయాన నడకకు వెళతాను)

I am used to pulling oil (నేను ఆయిల్ పుల్లింగ్ చేస్తాను)

## PRESENT CONTINUOUS TENSE

**What is he doing now ?**

(reading a letter)

He is **reading a letter** now

**What are you doing this evening ?**

(going to a movie)

I am **going to a movie** this evening (or) I shall probably stay at home

**What are you doing here?**

(picking up the sticks)

I am **picking up the sticks** here

**What are you asking that man?**

(a radio)

I am asking that man **a radio**.

**What are you carrying ?**

(a bag of rice)

I am carrying **a bag of rice**.

**What are you charging?**

(Rs. 50)

I am charging **Rs. 50**

**What is he collecting from that box?**

(letters)

He is collecting **letters** from that box.

**What are you cooking for breakfast?**

(Upma)

I am cooking **Upma** for break fast.

**What is that thing you are eating?**

(a bread)

The thing that I am eating is **a bread**.

- What is going on there?** (An exhibition)  
**An exhibition** is going on there.
- What is he giving them?** (Sweets)  
 He is giving them **sweets**.
- What are you going to do when he returns?** (handover the charge)  
 I am going to **handover the charge** when he returns.
- What are going to eat tonight?** (Upma)  
 I am going to eat **upma** tonight.
- What direction are we going?** (in the direction of Abids)  
 We are going **in the direction of Abids**.
- What are you holding?** (a carrier)  
 I am holding a **carrier**
- What time are you leaving.** (at 10.30 a.m.)  
 I am leaving **at 10.30 a.m.**
- What are you looking at (my face)?** (your ears)  
 I am looking at **your ears**.
- What are you looking for?** (my pen)  
 I am looking for **my pen**.
- What are you making?** (a kite)  
 I am making a **kite**.
- What are you planning to do during the holiday?** (learn spoken English)  
 I am planning to **learn spoken English** during the holidays.
- What are you reading?** (a detective novel)  
 I am reading a **detective novel**.
- What are you saying?** (the reasons for my absence to class)  
 I am saying the **reasons for my absence to class**.
- What are you searching for?** (the nail-cutter)  
 I am searching for **the nail-cutter**.

- What are you speaking about?** ( the marriage)  
I am speaking about **the marriage**.
- What are you suffering from?** (fever)  
I am suffering from **fever**.
- What are you talking about?** (the journey to Bhopal)  
I am talking about **the journey to Bhopal**.
- What are you thinking about?** (money)  
I am thinking about **money**.
- What is upsetting you?** (Failure in the examination)  
**Failure in the examination** is upsetting me.
- What is he washing?** (the scooter)  
He is washing **the scooter**.
- What are you wearing under your coat?** a shirt  
I am wearing a **shirt** under my coat.
- What are you weeping for?** (money)  
I am weeping for **money**.
- What is worrying you?** (Urgency of work)  
**Urgency of work** is worrying me.
- What is he writing.** (a letter)  
He is writing a **letter**.
- What type of letter is he writing to her?** ( a love letter)  
He is writing a **love letter** to her.
- What type of book are you writing now?** (a detective novel)  
I am writing a **detective novel** now.
- Who is bathing now?** (Raju)  
**Raju** a bathing now.
- Who is going to win the election?** (Arun)  
**Arun** is going to win the election.
- Who are you looking for?** (Ramya)  
I am looking for **Ramya**.

<b>Who is he marrying?</b>	(my sister)
He is marrying <b>my sister</b> .	
<b>Who is paying?</b>	(I)
I am paying.	
<b>Who is sleeping here?</b>	(My father)
<b>My father</b> is sleeping here.	
<b>Who is spreading these lies?</b>	(Mary)
<b>Mary</b> is spreading these lies?	
<b>Who is he talking about?</b>	(his uncle)
He is talking about <b>his uncle</b> .	
<b>Who is he talking to ?</b>	(his wife)
He is talking to <b>his wife</b> .	
<b>Who are you waiting for?</b>	(my daughter)
I am waiting for <b>my daughter</b> .	
<b>Who is walking there?</b>	(My elder brother )
<b>My elder brother</b> is walking there.	
<b>For whom you are doing this?</b>	(my son)
I am doing this for <b>my son</b> .	
<b>Whom are you looking for ?</b>	(John)
I am looking for <b>John</b>	
<b>Whom are you refering to ?</b>	(the dentist)
I am refering to <b>the dentist</b>	
<b>Whom are you speaking of now ?</b>	(Mr. Rajesh)
I am speaking of <b>Mr. Rajesh</b> now.	
<b>Whom are you talking me for ?</b>	(my borther - in - law)
I am talking you for <b>my brother - in - law</b>	
<b>Whom are you waiting for ?</b>	(my brother)
I am waiting for <b>my brother</b>	
<b>Whom are you writing to ?</b>	(my uncle)
I am writing to <b>my uncle</b> .	

**Whose works are you reading now ?** (Shakespeare's Works)  
 I am reading **Shakespeare's works** now.

**Whose lap is the baby sleeping in ?** (its mother's)  
 The baby is sleeping **its mother's** lap

**Whose car is Raju using ?** (my car)  
 Raju is using **my car**

**Whose dress are you wearing?** (my own dress)  
 I am wearing **my own dress**.

**Which way is the wind blowing ?** (the south way)  
 The wind is blowing **the south way**.

**Which way are you going ?** (market way)  
 I am going **market way**.

**Which car are you going in ?** (Maruthi car)  
 I am going **maruthi car**.

**Which is he planning to choose?** (a scooter)  
 He is planning to choose **a scooter**.

**Where is he eating?** (in the kitchen)  
 He is eating **in the kitchen**

**Where are you going for your next holiday?** (my native place)  
 I am going to **my native place** for my next holiday.

**Where are you going so quickly now?** (to school)  
 I am going **to school** now

**Where are you going to?** (market)  
 I am going to **market**.

Where am I putting them?  
 (on the table)  
 You are putting them **on the table**.

**Where are you sitting now?** (in the class room)  
 I am sitting **in the class room** now.

**Where are you taking me?** (to the head master)  
 I am taking you **to the head master**.

**Where is he working?** (in the garden)

He is working **in the garden.**

**Why are you chiding him?** (for his mischievous deeds)

I am chiding him **for his mischievous deeds.**

**Why are you coming out?** (because the movie is not good)

I am coming out **because the movie is not good.**

**Why are you hesitating?** (because I foresee a positive failure in the work)

I am hesitating **because I foresee a positive failure in the work.**

**Why are you laughing?** (because Tom slipped on the road)

I am laughing **because Tom slipped on the road.**

**Why are you looking at the sky?** (as the rainbow is beautiful)

I am looking at the sky **as the rainbow is beautiful.**

**Why are you looking like that?** (because your dress is dirty)

I am looking like that **because your dress is dirty.**

**Why are you sitting here?** (because I expect Raju here in a few minutes)

I am sitting here **because I expect Raju here in a few minutes.**

**Why are you smelling it?** (because the soup was prepared in the morning)

I am smelling it **because the soup was prepared in the morning.**

**Why are you teasing your sister?** (for fun)

I am teasing my sister **for fun.**

**Why are you trembling?** (because I saw a snake)

I am trembling **because I saw a snake.**

**Why are you weeping?** (for the lost pen)

I am weeping **for the lost pen.**

**When is your teacher giving you a test in English?** (today)

My teacher is giving me a test in English **today.**

**When are you leaving for Hyderabad?** (tomorrow)

I am leaving for Hyderabad **tomorrow**.

**When is he meeting us?** (at 9 tonight)

He is meeting us **at 9 tonight**.

**How is your brother going on with the class?** (well)

My brother is going on **well** with the class.

**How are you feeling now?** (well)

I am feeling **well** now.

**How are you finding the new house?** (comfortable)

I am finding the new house **comfortable**.

**How are you going to the school?** (by scooter)

I am going to the school **by scooter**.

**How much longer is he going to be here?** (for a fortnight more)

He is going to be here **for a fortnight more**

**How long are you staying for?** (2 days)

I am staying for **2 days**.

**How long are the letters to Mumbai taking?** (2 days)

The letters to Mumbai are taking **2 days**.

**How are you travelling?** (by bus)

I am travelling **by bus**.

**For how many days are you working there?** (two days)

I am working there for **two days**.

## PRESENT PERFECT TENSE

**What have I just done?** broken the mirror

You have just **broken the mirror**.

**What have you done with my book?** given it to my teacher

I have **given it to my teacher**

**What wrong have I done?** spoilt the floor

You have **spoilt the floor**

<b>What has brought you here?</b>	<b>a radio</b>
I have brought <b>a radio</b> here	
<b>What town have you come from?</b>	<b>Kakinada.</b>
I have come from <b>Kakinada.</b>	
<b>What have you decided?</b>	<b>to build a new house</b>
I have decided <b>to build a new house</b>	
<b>What have you got in your hand?</b>	<b>a purse</b>
I have got <b>a purse</b> in my hand	
<b>What have I got in my right hand?</b>	<b>a dictionary</b>
You have got <b>a dictionary</b> in your right hand	
<b>What page have you got up to?</b>	<b>62 pages</b>
I have completed <b>62 pages</b>	
<b>What has happened to him?</b>	<b>an accident</b>
He has met <b>an accident</b>	
<b>With what has her dog been hit by her?</b>	<b>with an iron rod</b>
Her dog has been hit by her <b>with an iron rod</b>	
<b>What have you put there?</b>	<b>a bag</b>
I have put <b>a bag</b> there?	
<b>What have I taken out of the box?</b>	<b>a pen</b>
You have taken <b>a pen</b> out of the box	
<b>What has she written?</b>	<b>a leave letter</b>
She has written <b>a leave letter.</b>	
<b>Who has done this?</b>	<b>Raju</b>
<b>Raju</b> has done this.	
<b>Who has he brought to dinner?</b>	<b>his wife</b>
He has brought <b>his wife</b> to dinner.	
<b>Who has explained this problem?</b>	<b>My father</b>
<b>My father</b> has explained this problem.	
<b>Who has got it wrong?</b>	<b>John</b>
<b>John</b> has got it wrong	

**Who else has got the right answer?** Rani

Rani also has got the right answer

**Who has taken my pen?** Raju

Raju has taken your pen.

**Where have you been all this time?** at home

I have been **at home** all this time.

**Where have you come from?** the Railway Station.

I have come from **the Railway Station**.

**Where has he drawn it?** on the blackboard.

He has drawn it **on the blackboard**.

**Where have you gone?** to Guntur.

I have gone **to Guntur**.

**Where have all the books gone?** taken by Raju

All the books have been **taken by Raju**

**Where have you kept my book?** on the table

I have kept your book **on the table**

**Where have I put my pen?** in the box.

You have put your pen **in the box**.

**Where have I put my necklace?**

You have put your necklace in the safe.

**Where have you seen a snake?** in the kitchen.

I have seen a snake **in the kitchen**.

**Since when have you had a beard?** 1996

I have had a beard since **1996**

**Since when have you known her?** 1995.

I have known her since **1995**.

**Why has he had a bath now?** to go to office.

He has had a bath **to go to office**.

**Why have you brought it?** because I need it.

I have brought it **because I need it**.

**Why have you come here?** to take one of you with me  
I have come here **to take one of you with me.**

**Why have you come to Tenali?** to learn spoken English  
I have come to Tenali **to learn spoken English.**

**Why has he fallen behind?** because of his ill - health  
He has fallen behind **because of his ill - health**

**Why have you stopped it?** because it is useless  
I have stopped it **because it is useless.**

**Why have you stopped here?** to buy a pen  
I have stopped here **to buy a pen**

**Why have you given away all your money?** to repay my debts  
I have given away all my money to repay my debts

**With whom have you come?** my brother - in - law  
I have come with **my brother - in - law.**

**With whom has he gone?** with his friends  
He has gone **with his friends.**

**Whom has he thrown out?** my brother  
He has thrown out **my brother.**

**Which post have you applied for?** the post of a P. R.O.  
I have applied for **the post of a P. R.O.**

**Which of you has made the fewest mistakes?** Usha  
**Usha** has made the fewest mistakes.

**Which team has won the match?** Indian  
**Indian** team has won the match.

**Which of these have you written?** this one  
I have written **this one.**

**How long have you been here?** since 9 O'clock  
I have been here **since 9 O'clock.**

**How long has this been?** since 1996  
This has been **since 1996.**

- How have you done it ?** with the help of my father  
I have done it **with the help of my father.**
- How many boys have come?** Six  
Six boys have come.
- How has all this come about?** due to my negligence  
All this has come about **due to my negligence.**
- How have you come so soon?** by super fast train  
I have come **by super fast train.**
- How many circles have I drawn?** four  
You have drawn **four** circles.
- Hou much has he got?** sixty rupees  
He has got **sixty rupees**
- How much have you got in change?** twenty nine rupees  
I have got **twenty nine rupees** in change.
- How much money have you invested in the business?** ten lakhs  
I have invested **ten lakhs** in the business.
- How long have you known him?** for two months  
I have known him for two months
- How have they reacted to your suggestion?** positively  
They have reacted to my suggestion **positively.**
- How many books have you read?** nearly hundred books  
I have read **nearly hundred books.**
- How much money have you saved up?** one lakh  
I have saved up **one lakh.**
- How many words have I written?** nearly 100 words  
You have written **nearly 100 words.**

## PRESENT PERFECT CONTINUOUS TENSE

- What has he been doing here?** garden work  
He has been doing garden work here.
- What have you been doing since I went away?** my home work  
I have been doing my home work since you went away.

<b>Who(m)has she been meeting all these days?</b>	<b>her friend</b>
She has been meeting her friend all these days.	
<b>Who has been sleeping on this bench?</b>	<b>A beggar</b>
<b>A beggar</b> has been sleeping on this bench	
<b>Who have you been staying with?</b>	<b>my uncle</b>
I have been staying with <b>my uncle</b> .	
<b>Who have you been waiting for?</b>	<b>my father</b>
I have been waiting for <b>my father</b>	
<b>Since when have you been living in Guntur?</b>	<b>1993.</b>
I have been living in Guntur since <b>1993</b> .	
<b>How long has she been combing her hair?</b>	<b>for 20 minutes.</b>
She has been combing her hair <b>for 20 minutes</b> .	
<b>How long has he been going to school?</b>	<b>for six months.</b>
He has been going to school <b>for six months</b> .	
<b>How long has he been designing them?</b>	<b>since 7 O' Clock.</b>
He has been designing them <b>since 7 O' Clock</b> .	
<b>How long has he been sleeping?</b>	<b>for eight hours.</b>
He has been sleeping <b>for eight hours</b> .	
<b>How long has he been talking on the telephone?</b>	<b>since 11.15</b>
He has been talking on the telephone <b>since 11.15</b> .	
<b>How long have you been training them?</b>	<b>since 9 O' Clock.</b>
I have been training them <b>since 9 O' Clock</b> .	
<b>How long have they been using it?</b>	<b>for 2 days</b>
They have been using it <b>for 2 days</b> .	
<b>How long has she been waiting here?</b>	<b>for two hours</b>
She has been waiting here <b>for two hours</b> .	
<b>How long have they been waiting for him?</b>	<b>since 8 O' Clock</b>
They have been waiting for him <b>since 8 O' Clock</b> .	

## PAST INDEFINITE TENSE

**Who was absent yesterday?**

**Mahesh**

Mahesh was absent yesterday.

**Who was at the shop an hour ago?**

**My brother, Madhu**

**My brother, Madhu** was at the shop an hour ago.

**Who was the driver of the car, when the accident happened?**

**Raju**

Raju was the driver of the car when the accident happened

**Who advised you to buy this car?**

**My uncle**

**My uncle** advised me to buy this car.

**Who advised you to sell the house?**

**My father**

**My father** advised me to sell the house.

**Who did you appoint?**

**The M.D.**

**The M.D.** appointed me.

**Who asked you to buy this saree?**

**My sister**

**My sister** asked me to buy this saree.

**Who asked you to go?**

**You**

**You** asked me to go.

**Who bought you these bangles?**

**My father**

**My father** bought me these bangles.

**Who broke my slate?**

**Pratap**

**Pratap** broke your slate.

**Who broke this cup?**

**Raju (or) I** expect it was the cat

**Raju** broke this cup (or) **I** expect it was the cat

**By whom was your watch broken?**

**my daughter**

My watch was broken by **my daughter**.

**Who brought the news?**

**A teacher**

**A teacher** brought the news.

**Who came here last night?**

**My friend**

**My friend** came here last night.

<b>Who did he come with?</b>	<b>Mary</b>
He came with <b>Mary</b> .	
<b>Who cried “stop”?</b>	<b>Our teacher</b>
<b>Our teacher</b> cried “stop”	
<b>Who drank all the milk?</b>	<b>I</b>
I drank all the milk.	
<b>Who drew a monkey on the black board?</b>	<b>Balu</b>
<b>Balu</b> drew a monkey on the black board.	
<b>Who gave her the box?</b>	<b>I</b>
I gave her the box.	
<b>Who gave you permission?</b>	<b>The principal</b>
<b>The principal</b> gave me permission.	
<b>Who(m) did he give my books to?</b>	<b>Vinod</b>
He gave your books to <b>Vinod</b> .	
<b>Who did you give it to?</b>	<b>your daughter</b>
I gave it to <b>your daughter</b> .	
<b>Who did I give the ball to?</b>	<b>Rajesh</b>
You gave the ball to <b>Rajesh</b> .	
<b>Who did you go out with yesterday morning?</b>	<b>my sister</b>
I went out with <b>my sister</b> yesterday morning.	
<b>Who heard it from his father?</b>	<b>I</b>
I heard it from his father.	
<b>Who left these muddy foot-prints on the floor?</b>	<b>Your son</b>
<b>Your son</b> left these muddy foot-prints on the floor.	
<b>Who made the decision to go there?</b>	<b>Pradeep</b>
<b>Pradeep</b> made the decision to go there.	
<b>Who did they meet?</b>	<b>Vinod</b>
<b>Vinod</b> met them.	
<b>Who paid for the tea?</b>	<b>Kiran</b>
<b>Kiran</b> paid for the tea.	

<b>Who paid the bill in hotel?</b>	<b>Rajesh</b>
<b>Rajesh</b> paid the bill in hotel.	
<b>Who did you say is your brother?</b>	<b>John</b>
I said that <b>John</b> is my brother.	
<b>Who(m) did you send the book to?</b>	<b>your son</b>
I sent the book to <b>your son</b> .	
<b>Who shouted for me?</b>	<b>Mary</b>
<b>Mary</b> shouted for you.	
<b>Who told you he was short of money?</b>	<b>Your son</b>
<b>Your son</b> told me he was short of money.	
<b>Who told you to block the canal?</b>	<b>Ramaiah</b>
<b>Ramaiah</b> told me to block the canal.	
<b>What was he to tell her now?</b>	<b>the truth</b>
He had to tell her <b>the truth</b> now.	
<b>What was her reaction?</b>	<b>boycotting the meeting</b>
Her reaction was <b>boy coting the meeting</b>	
<b>What was it about?</b>	<b>theft in the colony</b>
It was about the <b>theft in the colony</b>	
<b>What date was it last Sunday.</b>	<b>9th July</b>
It was <b>9th July</b> last Sunday.	
<b>What was it like in Tenali?</b>	<b>not so pleasant</b>
It was <b>not so pleasant</b> in Tenali	
<b>What was the party like?</b>	<b>very nice.</b>
The party was <b>very nice</b> .	
<b>What was the question paper like?</b>	<b>very easy.</b>
The question paper was <b>very easy</b> .	
<b>What else was there?</b>	<b>A car</b>
<b>A car</b> also was there	
<b>What was there inside the bag?</b>	<b>a radio</b>
There was <b>a radio</b> inside the bag.	

<b>What did I have in my hand?</b>	<b>a book</b>
You had <b>a book</b> in your hand.	
<b>What sort of picnic did you have?</b>	<b>pleasant</b>
We had a <b>pleasant</b> picnic.	
<b>What did he do then?</b>	<b>jumped into the river</b>
He <b>jumped into the river</b> then	
<b>What did she do there?</b>	<b>played with her friends</b>
She <b>played with her friends</b> there	
<b>What did you do at that time.</b>	<b>I went to see the zoo</b>
<b>I went to see the zoo</b> at that time	
<b>What did he advise you to do?</b>	<b>consult the doctor.</b>
He advised me to <b>consult the doctor.</b>	
<b>What did you ask her?</b>	<b>a pen</b>
I asked her <b>a pen</b>	
<b>What did he ask for?</b>	<b>a pen</b>
He asked for <b>a pen.</b>	
<b>What year was he born in?</b>	<b>1968.</b>
He was born in the year <b>1968.</b>	
<b>What did you buy in the shop?</b>	<b>a T.V.</b>
I bought <b>a T.V.</b> in the shop.	
<b>For what purpose did he come?</b>	<b>for borrowing some money</b>
He came <b>for borrowing some money</b>	
<b>What caused all this confusion?</b>	<b>Wrong announcement</b>
<b>Wrong announcement</b> caused all this confusion.	
<b>What caused the accident?</b>	<b>The driver's negligence</b>
<b>The driver's negligence</b> caused the accident	
<b>What caused your illness?</b>	<b>Drinking</b>
Drinking caused my illness	
<b>What crime did he commit?</b>	<b>robbery in the colony</b>
He committed <b>robbery in the colony</b>	

**What did it cost?** **ten rupees**  
 It cost **ten rupees**.

**What did you cut the things with?** **machine**  
 I cut the things with **machine**.

**What delayed you?** **Late running of train**  
**Late running of train** delayed me.

**What did you eat for breakfast today?** **bread**  
 I ate (took) **bread** for breakfast today.

**What salary did you expect?** **one thousand rupees per month**  
 I expected a salary of **one thousand rupees per month**.

**What fell on the floor?** **A steel plate**  
**A steel plate** fell on the floor.

**In what condition did you find him?** **in a drunken state**  
 I found him **in a drunken state**

**What did you find when you opened the box?** **a scorpion**  
 I found **a scorpion** when I opened the box.

**What did you find on the bench?** **a purse**  
 I found **a purse** on the bench

**What day did you fix?** **the second Saturday**  
 I fixed **the second Saturday**

**What time did you get into bed last night?** **at 9**  
 I got into bed **at 9** last night

**What class did you get?** **1st**  
 I got **1st** class.

**What time did you get up this morning?** **at about 7**  
 I got up at **about 7** this morning.

**What news did you get?** **of the president's late arrival**  
 I got the news **of the president's late arrival**

**What advice did he give her?** **not to participate in the party**  
 He advised her **not to participate in the party**.

- What did he give to each student?** a biscuit  
He gave a **biscuit** to each student.
- What reason did he give for his behaviour?** his impatience  
The reason he gave for his behaviour was **his impatience**.
- What did you give him?** a gold chain  
I gave him a **gold chain**.
- What present did she give you?** a gold ring  
She gave me a **gold ring**
- What did your father give you on your birthday?** a bicycle  
My father gave me a **bicycle** on my birthday.
- What did he give you this morning?** a radio  
He gave me a **radio** this morning.
- What time did you go to bed last night?** around ten  
I went to bed **around ten** last night
- What happened after that?** All the people dispersed  
**All the people dispersed** after that
- What happened to my uncle last night?** met an accident  
Your uncle **met an accident** last night
- What did you learn from that?** not to waste time  
I learnt **not to waste time** from that
- What time did you leave home this morning?** at 8.30  
I left home **at 8.30** this morning.
- What did you look for?** my pen  
I looked for **my pen**
- What did the young man look like?** a prince  
The youngman looked like a **prince**.
- What did you open it with?** a hammer  
I opened it with a **hammer**
- What colour did you paint the door?** green  
I painted the door **green**.

- What time did you reach the market?** at 2 p.m.  
I reached the market at 2 p.m.
- What did he reply to this?** in negative  
He replied in negative to this
- What did he say in his letter?** demanded repayment of loan  
He demanded repayment of loan in his letter.
- What did you say your name was?** Raju  
I said my name was Raju
- What film did you see last week?** Hitler  
I saw Hitler last week.
- What did you see in the box?** a radio  
I saw a radio in the box
- What did I show you first?** a pen  
You showed me a pen first.
- What did you smell?** a rose.  
I smelt a rose.
- What did I tell you?** to work fast  
You told me to work fast
- What did you wash the shirt with?** with a soap.  
I washed the shirt with a soap.
- What did you want to do with it?** cut the trees  
I wanted to cut the trees with it.
- What sort did you want?** the sweet ones  
I wanted the sweet ones
- When did you arrive in the city?** yesterday  
I arrived yesterday in the city
- When did he betroth his daughter?** last Friday.  
He betrothed his daughter last Friday.
- When were you born?** in 1968.  
I was born in 1968.

<b>When did you buy this car?</b>	<b>a month ago.</b>
I bought this car <b>a month ago.</b>	
<b>When did you close all the gates?</b>	<b>in the morning</b>
I closed all the gates <b>in the morning.</b>	
<b>When did you all come here (to the bank)?</b>	<b>a few minutes ago.</b>
we all came here <b>a few minutes ago.</b>	
<b>When did the trunk-call come through?</b>	<b>an hour ago</b>
The trunk-call came through <b>an hour ago.</b>	
<b>When did he fell ill?</b>	<b>yesterday</b>
He fall ill <b>yesterday</b>	
<b>When did you finish the work?</b>	<b>yesterday</b>
I finished the work <b>yesterday.</b>	
<b>When did he get up?</b>	<b>an hour ago</b>
He got up <b>an hour ago.</b>	
<b>When did you get back from your trip?</b>	<b>yesterday</b>
I got back <b>yesterday</b> from my trip.	
<b>When did you get into the aeroplane?</b>	<b>yesterday.</b>
I got into the aeroplane <b>yesterday.</b>	
<b>When did you get it?</b>	<b>the day before yesterday</b>
I got it <b>the day before yesterday</b>	
<b>When did you get married?</b>	<b>1986</b>
I got married in <b>1986</b>	
<b>When did you get my latter?</b>	<b>yesterday</b>
I got your letter <b>yesterday.</b>	
<b>When did you get there?</b>	<b>a week ago</b>
I got there <b>a week ago.</b>	
<b>When did you go to the concert?</b>	<b>a week ago</b>
I went to the concert <b>a week ago.</b>	
<b>When did you go upstairs?</b>	<b>an hour ago</b>
I went upstairs <b>an hour ago.</b>	

- When did the accident happen?** two months ago  
The accident happened **two months ago**
- When did the explosion happen?** a month ago  
The explosion happened **a month ago**.
- When did you hear that?** yesterday  
I heard that **yesterday**.
- When did you knock at the door?** before entering the room  
I knocked at the door before entering the room.
- When did you learn the lesson?** this morning  
I learnt the lesson this morning
- When did he leave the house?** yesterday  
He left the house yesterday.
- When did you listen to the radio?** today morning at 7  
I listened to the radio today morning at 7.
- When did you meet him?** two days ago.  
I met him **two days ago**.
- When did you pass B.A.?** in 1988.  
I passed B A. **in 1988**.
- When did you phone her?** yesterday  
I phoned her **yesterday**
- When did you last see him?** a week ago.  
I saw him **a week ago**.
- When did you start smoking?** when I joined in college  
I started smoking **when I joined in college**
- When did you stop smoking?** a year ago  
I stopped smoking **a year ago**
- When did the nurse take your temperature?** an hour ago  
The nurse took my temperature **an hour ago**
- When did he tell you that I am his brother?** yesterday  
He told me **yesterday** that you are his brother.

- When did you wake up this morning?** at six  
I woke up **at six** this morning.
- When did you want to do it?** yesterday.  
I wanted to do it **yesterday**.
- When did you last write?** yesterday.  
I wrote **yesterday**.
- Where was he at 9-00?** in the bank  
He was **in the bank** at 9 00.
- Where was it?** in the kitchen  
It was **in the kitchen**
- Where were you before (yesterday)?** in the Apsara Theatre  
I was **in the Apsara Theatre** before
- Where did you have your breakfast?** at my home  
I had my breakfast **at my home**
- Where were you born?** Dachepalli  
I was bom in **Dachepalli**
- Where did you buy this book?** in the super bazar  
I bought this book **in the super bazar**
- Where did you find your missing watch?** in the bathroom  
I found my missing watch **in the bathroom**.
- Where did you get this book?** from Apsara Book stall  
I got this book from **Apsara Book stall**.
- Where did he go so early?** to Guntur  
He went **to Guntur** so early.
- Where did you go for your vacation?** to Hyderabad  
I went **to Hyderabad** for my vacation.
- Where did he go to get the milk?** the milk depot.  
He went to **the milk depot**.
- Where did you go yesterday?** to my native place  
I went **to my native place** yesterday

**Where did you learn?** in my school  
I learnt in my school.

**Where did you leave your umbrella?** in the park  
I left my umbrella in the park.

**Where did you live previously, before moving to Tenali?** in Agra  
I lived in Agra previously, before moving to Tenali.

**Where did you put my pen?** in the box  
I put your pen in the box.

**Where did you sleep?** in the hall  
I slept in the hall.

**Where did you stay there?** at a lodge  
I stayed there at a lodge

**Which driver was at fault in the car crash?** The lorry driver  
The lorry driver was at fault in the car crash

**Which of you ate the cake?** She  
She ate the cake

**Which of you broke the jar?** He  
He broke the jar.

**Which house did you buy?** that house  
I bought that house

**Which book did you find this quotation in?** the Bible  
I found this quotation in the Bible.

**Which way did he go?** that  
He went that way

**Which boy stole your pen?** That tall  
That tall boy stole my pen

**Which temple did she use to go?** Ganesh Temple  
She used to go Ganesh Temple

**Whose idea was it?** Raju's  
It was Raju's idea

<b>Whom did you get it from?</b>	<b>my brother</b>
I got it from <b>my brother</b>	
<b>Whom did you meet yesterday?</b>	<b>my uncle</b>
I met <b>my uncle</b> yesterday.	
<b>Whom did you send to my office?</b>	<b>my son</b>
I sent <b>my son</b> to your office.	
<b>With whom did you stay at Guntur?</b>	<b>my uncle</b>
I stayed with <b>my uncle</b> at Guntur	
<b>Whom did you visit yesterday?</b>	<b>my lecturer</b>
I visited <b>my lecturer</b> yesterday.	
<b>Why were you absent on that day?</b>	<b>due to illness</b>
I was absent on that day <b>due to illness</b> .	
<b>Why did you do it?</b>	<b>for the sake of the country</b>
I did it <b>for the sake of the country</b> .	
<b>Why did you allow him to step on the bus?</b>	<b>as he had valid pass</b>
I allowed him to step on the bus <b>as he had valid pass</b> .	
<b>Why did you come here (without informing me)?</b>	<b>in haste</b>
I came here <b>in haste</b> (without informing you)	
<b>Why did you come in without tapping the door?</b>	<b>in a hurry</b>
I came in without tapping the door <b>in a hurry</b> .	
<b>Why did you fear for her?</b>	<b>as she was innocent and timid</b>
I feared for her <b>as she was innocent and timid</b> .	
<b>Why did you flee from the house?</b>	<b>out of fear</b>
I fled from the house <b>out of fear</b> .	
<b>Why did you go there?</b>	<b>to watch the magic show.</b>
I went there <b>to watch the magic show</b> .	
<b>Why did you hide this?</b>	<b>for future use</b>
I hid this <b>for future use</b>	
<b>Why did you let it go?</b>	<b>out of pity</b>
I let it go <b>out of pity</b>	

**Why did you keep him here? to discuss on an urgent matter**

I kept him here **to discuss on an urgent matter**

**Why did you make them stand?**

**because they did not answer my questions properly**

I made them stand **because they did not answer my questions properly**

**Why did you phone me?**

**to seek some advice**

I phoned you to seek some advice

**Why didn't you reply to my letter?**

**because of my busy work**

I did not reply to your letter because of my busy work

**Why didn't you report to the police earlier?**

**as I had no information about the incident**

I did not report to the police earlier **as I had no information about the incident.**

**Why did you say so before?**

**due to pressure from others**

I said so before due to pressure from others

**Why did you say that?**

**out of affection**

I said that out of affection.

**Why did you scream?**

**out of fear**

I screamed out of fear.

**Why did they send me this letter?**

**as you had to repay the debt**

They sent you this letter as you had to repay the debt

**Why did they send you away?**

**as they had not trusted me**

They sent me away **as they had not trusted me.**

**Why did you take my bicycle?**

**to do some urgent work**

I took your bicycle **to do some urgent work.**

**Why did you tell her?**

**as I trusted her**

I told her **as I trusted her**

**Why did he tell us all this ?**

**to convince us**

He told us all this **to convince us.**

**Why did you want to meet me?**

**to get some books (from you)**

I wanted to meet you **to get some books (from you)**

**Why did you write to me such an insulting letter?**

**as you deserved it**

I wrote to you such an insulting letter **as you deserved it.**

**How was the trip?**

**nice**

The trip was **nice**

**How long was his speech?**

**an hour**

It was **an hour** long.

**How did you do that sum?**

**the way of doing this sum**

My father taught me **the way of doing this sum**

**How did you come here?**

**by bus**

I came here **by bus.**

How many times did he come here

**twice or thrice**

I came here **twice or thrice**

**How many people came to the wedding?**

**A thousand**

**A thousand** people came to the wedding

**How many idlies did you eat?**

**six**

I ate **six** idlies.

**How did you find the film?**

**very interesting**

I found the film very interesting.

**How much did they get for it?**

**Rs. 600/-**

They got Rs 600/- for it

**How did he get here?**

**by lorry**

He got here by lorry.

**How did the burglars get in?**

**by breaking the window**

The burglars got in **by breaking the window.**

**How much money did you get for the car?**

**Rs 1,00,000**

I got **Rs 1,00,000** for the car.

- How much did you get in your last job?** Rs 1000/- a month  
I used to get **Rs 1000/- a month.**
- How did they get on with her?** leaving her alone  
They got on with her **leaving her alone.**
- How did the secret get out?** from the corrupt officer  
The secret got out **from the corrupt officer**
- How did you get that cut on your forehead?** in a small accident  
I got that cut on my forehead **in a small accident.**
- How did you get this?** from the auction house  
I got this **from the auction house**
- How early did she get there?** half an hour  
She got there **half an hour** early
- How much did you give for that hat?** two hundred rupees  
I gave **two hundred rupees** for that hat.
- How much did you give to have the roof mended?** six hundred rupees  
I gave **six hundred rupees** to have the roof mended.
- How did the concert (party) go?** very well  
The concert went **very well.**
- How did you go there?** by bus  
I went there **by bus**
- How did you know that?** through the T.V. news.  
I knew that **through the T.V. news.**
- How long ago did he leave?** two weeks  
He left **two weeks** ago.
- How much did you lend him?** ten thousand rupees  
I lent him **ten thousand rupees.**
- How much did you pay for this pen?** ten rupees  
I paid **ten rupees** for this pen.
- How many doses did the doctor recommend?** 3 doses.  
The doctor recommended **3 doses.**

<b>How many films did you see yesterday?</b>	<b>two</b>
I saw <b>two</b> films yesterday.	
<b>How long did he speak?</b>	<b>two hours long</b>
He spoke <b>two hours long</b>	
<b>How did you spend the holiday?</b>	<b>very well</b>
I spent the holiday <b>very well</b> .	
<b>How long did he stand in the queue?</b>	<b>fifty minutes</b>
He stood <b>fifty minutes</b> in the queue	
<b>How did the fire start?</b>	<b>by negligence</b>
The fire started <b>by negligence</b> .	
<b>How long did you stay there?</b>	<b>for 2 hours</b>
I stayed there <b>for 2 hours</b> .	
<b>How did she treat you?</b>	<b>well</b>
She treated me <b>well</b> .	
<b>How long did you wait for the bus?</b>	<b>two hours</b>
I waited <b>two hours</b> for the bus.	
<b>How long did you wait for me?</b>	<b>2 days</b>
I waited <b>2 days</b> for you.	
<b>How long did you work in Guntur?</b>	<b>one month</b>
I worked <b>one month</b> in Guntur.	
<b>How did he write the report?</b>	<b>with the help of his father</b>
He wrote the report <b>with the help of his father</b> .	

### PAST CONTINUOUS TENSE

<b>What were you doing at six this morning?</b>	<b>playing the Tabala</b>
I was playing the Tabala at six this morning	
<b>What were you reading when the lights went out ?</b>	<b>a novel</b>
I was reading a novel When the lights went out.	
<b>What were you talking when I entered the room?</b>	<b>about your brother</b>
I was talking about your brother when you entered the room	

**With whom were you speaking when I knocked at the door?** my  
father

I was speaking with my father when you knocked at the door.

## FUTURE INDEFINITE TENSE

**What will the last day of the month be?** Tuesday

The last day of the month will be **Tuesday**.

**What will you be after your studies?** a librarian

I will be a **librarian** after my studies.

**What time will I be in Madras, if I take a bus?** at 6 a. m.,

You will be in Madras **at 6 a. m.**, if you take a bus

**What will you have?** tea

I will have **tea**

**What will you have to eat?** a mango

I will have to eat a **mango**.

**What work will you do?** any work

I shall do **any work**

**What shall I do with these screws?** to the door

You will fix these screws **to the door**.

**What will you bring for me from Hyderabad?** a watch

I shall bring for you a **watch** from Hyderabad.

**What will you buy with the money?** a tape-recorder

I shall buy a **tape-recorder** with the money.

**What time will you come?** any time.

I shall come **any time**.

**What will you drink?** a glass of butter - milk.

I shall drink a **glass of butter - milk**.

**What train shall we go by?** the G.T. Express

We shall go by **the G.T. Express**.

**What will you say?** sorry

I shall say **sorry**.

<b>What shall I say if anybody comes?</b>	<b>ask to wait</b>
You will <b>ask to wait</b> if anybody comes.	
<b>What shall I wear?</b>	<b>Punjabi dress</b>
You will wear <b>Punjabi dress</b> .	
<b>Who will be your guest?</b>	<b>Mr. Pramod</b>
<b>Mr. Pramod</b> will be my guest.	
<b>Who will look after the baby?</b>	<b>My father</b>
<b>My father</b> will look after the baby	
<b>Where will you be tomorrow (on Sunday)?</b>	<b>in school</b>
I shall be <b>in school</b> tomorrow	
<b>Where will he be this time next week?</b>	<b>in Hyderabad</b>
He will be <b>in Hyderabad</b> this time next week.	
<b>Where will you be at Hyderabad ?</b>	<b>in the Taj Hotel</b>
I shall be <b>in the Taj Hotel</b> at Hyderabad.	
<b>Where shall I drop you?</b>	<b>at the school</b>
You will drop me <b>at the school</b> .	
<b>Where shall we eat?</b>	<b>in my house</b>
We shall eat <b>in my house</b> .	
<b>Where shall I find him?</b>	<b>at the park</b>
You will find him <b>at the park</b> .	
<b>Where will you go?</b>	<b>to Guntur</b>
I shall go <b>to Guntur</b> .	
<b>Where will you go for money (dinner)?</b>	<b>to my uncle</b>
I shall go <b>to my uncle</b> for money.	
<b>Where shall I keep all these books?</b>	<b>in the safe</b>
You will keep all these books <b>in the safe</b> .	
<b>Where shall I lodge tonight?</b>	<b>at this house</b>
You will lodge <b>at this house</b> tonight	
<b>Where shall we meet?</b>	<b>at the park</b>
We shall meet <b>at the park</b> .	

<b>Where shall I put this book?</b>	<b>in the green box</b>
You will put this book <b>in the green box.</b>	
<b>Where shall I throw away that rubbish?</b>	<b>in the dustbin</b>
You will throw away that rubbish <b>in the dustbin.</b>	
<b>Where will you sit?</b>	<b>on the table</b>
I shall sit <b>on the table.</b>	
<b>Whom will you get the money from?</b>	<b>my father</b>
I shall get the money from <b>my father.</b>	
<b>whom shall I give this letter to?</b>	<b>my son</b>
You will give this letter to <b>my son.</b>	
<b>Whom shall we invite?</b>	<b>our principal</b>
we shall invite <b>our principal.</b>	
<b>Which will you take this one or that one?</b>	<b>that one</b>
I shall take <b>that one.</b>	
<b>Which of you will go to Guntur?</b>	<b>Mr. Raju</b>
<b>Mr. Raju</b> will go to Guntur.	
<b>Which dress shall I wear?</b>	<b>blue</b>
You wear <b>blue</b> dress.	
<b>Which colour ink shall I write with?</b>	<b>blue</b>
You will write with <b>blue</b> ink.	
<b>Which page shall I write your name on ?</b>	<b>No. 90</b>
You will write my name on page No. 90.	
<b>When will you be at home?</b>	<b>tomorrow</b>
<b>I shall be at home tomorrow.</b>	
<b>When will he be back?</b>	<b>in a few minutes</b>
He will be back <b>in a few minutes</b>	
<b>When will you be free?</b>	<b>tomorrow</b>
I shall be free <b>tomorrow</b>	
<b>When will you be in Tenali?</b>	<b>tomorrow</b>
I shall be in Tenali <b>tomorrow.</b>	

<b>When will it be ready?</b>	<b>in five days</b>
It will be ready <b>in five days.</b>	
<b>When will you have your lunch?</b>	<b>at 1 p.m.</b>
I shall have my lunch <b>at 1 p.m.</b>	
<b>When will she arrive?</b>	<b>tomorrow</b>
She will arrive <b>tomorrow.</b>	
<b>When will my bags be checked?</b>	<b>in a few minutes</b>
Your bags will be checked <b>in a few minutes.</b>	
<b>When will the school close?</b>	<b>at 3.10 p.m.</b>
The school will close <b>at 3.10 p.m.</b>	
<b>When will the train come?</b>	<b>in a few minutes</b>
The train will come <b>in a few minutes.</b>	
<b>When will you come next?</b>	<b>when the food is ready</b>
I shall come <b>when the food is ready.</b>	
<b>When will she come back?</b>	<b>at 8 O' clock</b>
She will come back <b>at 8 O'clock</b>	
<b>When will you depart?</b>	<b>at 6 p.m.</b>
I shall depart <b>at 6 p.m.</b>	
<b>When will you finish it?</b>	<b>in a few days</b>
I shall finish it <b>in a few days.</b>	
<b>When will it be finished?</b>	<b>tomorrow</b>
It will be finished <b>tomorrow.</b>	
<b>When will he get here?</b>	<b>in the evening</b>
He will get here <b>in the evening</b>	
<b>When shall we get the payment?</b>	<b>tomorrow</b>
We shall get the payment <b>tomorrow.</b>	
<b>When will you get the result?</b>	<b>to night</b>
I shall get the result <b>tonight.</b>	
<b>When shall we know the results?</b>	<b>on 28th of this month</b>
We shall know the results <b>on 28th of this month.</b>	

<b>When will she leave?</b>	<b>in a few minutes</b>
She will leave <b>in a few minutes.</b>	
<b>When will you repay me?</b>	<b>tomorrow</b>
I shall repay you <b>tomorrow.</b>	
<b>When will you return my book?</b>	<b>tomorrow</b>
I shall return yourbook <b>tomorrow.</b>	
<b>When will my bag be weighed?</b>	<b>in a few minutes</b>
Your bag will be weighed <b>in a few minutes.</b>	
<b>How long will you be away?</b>	<b>for 2 days</b>
I shall be away <b>for 2 days.</b>	
<b>How soon will you be back?</b>	<b>in a few seconds</b>
I shall be back <b>in a few seconds.</b>	
<b>How will you do it alone?</b>	<b>with the help of a computer</b>
I shall do it alone <b>with the help of a computer.</b>	
<b>How much money will you ask your father?</b>	<b>one lakh rupees</b>
I shall ask my father <b>one lakh rupees.</b>	
<b>How much will it cost to decorate the room?</b>	<b>Rs. 6,000/-</b>
It will cost <b>Rs. 6,000/-</b> to decorate the room,	
<b>How much cloth will I need to make a pair of trousers?</b>	<b>2 meters of cloth</b>
You will need <b>2 meters of cloth</b> to make a pair of trousers.	
<b>How long will you stay there?</b>	<b>one hour</b>
I shall stay there <b>one hour</b>	
<b>How long will it take?</b>	<b>twenty minutes</b>
It will take <b>twenty minutes.</b>	

### INDIRECT QUESTIONS

**Change of word order** : - Direct questions నందు Auxiliary verb ఉన్నచో దాని తర్వాత Subject వస్తుంది. Indirect questions నందు Statements వలే Auxiliary verb నకు ముందు Subjectని ఉంచాలి.

Direct Question : - What has **he** said?

Indirect Question : - I don't remember what **he** has said.

**No change of word order** : కొన్ని సందర్భములందు Who తో ప్రారంభమయ్యేడి

Direct Questions ని Indirect Questions గా మార్చునపుడు word order మార్చనవసరం లేదు.

Direct Question : Who invented the steam engine?

Indirect Question : I know who invented the steam engine (James Watt)

**Punctuation Marks** : indirect questions లోని Introductory part సాధారణంగా ఉంటే అనగా Statement లేదా Negative Statement వలె ఉంటే ఆ వాక్యం చివర **Full stop (.)**ని, Question మాదిరిగా ఉంటే **Interrogation Mark (?)** ని ఉంచాలి.

Statement type : **Tell me** What he is.

Negative statement type : **I don't know** What he is.

Question type : **Do you know** What he is .

Indirect Questions తో **Introductory part** గా వచ్చు కొన్ని మాటలు :

Ask some one	He is asking you	I didn't remember
Ask the shop keeper	I am trying to find out	We could not decide
Find out	He has asked me	<b>Have you any idea</b>
Tell me	I have forgotten	<b>Do you know</b>
Try to describe	I asked her	<b>Does anybody know</b>
Try to find out	I will ask him	<b>Does he want to know</b>
It is easy to see	I will (try to) find out	<b>Are you asking me</b>
She asks	I would like to know	<b>Did she tell you</b>
Everyone knows	I am not sure	<b>Will they ask us</b>
I want to know	I don't know	<b>Can you tell me</b>
I wonder	No one knows	<b>Can anyone explain</b>
You can easily see	I don't remember	<b>Could you explain</b>
He can tell you	I cannot remember	<b>Could you tell me</b>

**Exercise : Change the sentences using the words given in brackets.**

What did she say to you ? (Could you tell me)

Which bus did they take ? (Ask them)

How much is it ? (Ask the shopkeeper)  
 Where is it ? (Show me)  
 When will she come back ? (Please tell me)  
 When was it broken ? (Ask some one)  
 What did he say ? (I want to know)  
 What were they talking about ? (I will find out)  
 How often has she done it ? (Tell me)  
 What was the name of the books ? (I have forgotten)

**WOULD YOU MIND + ING FORM**

Would you mind తో orders లోని Verbs ని ing రూపములోనికి మార్చి చివరన “?” గుర్తుని ఉంచాలి. Negative రూపమునకు Would you mind తర్వాత not ని చేర్చి మిగిలిన మార్పులు మామూలుగానే చేయాలి. You స్థానంలో somebody వంటి పదములను ఉంచవచ్చును.

- Would you mind** being quiet now, please ?
- Would you mind** being silent till I finish my work, please?
- Would you mind** having a quick cup of tea, please?
- Would you mind** attending the reception on Sunday, please?
- Would you mind** buying me ten 25 p stamps, please?
- Would you mind** coming back a little later, please?
- Would you mind** drawing the curtains, please?
- Would you mind** giving me a lift, please?
- Would you mind** giving up your seat for this oldman, please?
- Would you mind** going and sitting next to Raju, please?
- Would you mind** going there, please ?
- Would you mind** lending me your watch for these two days, please?
- Would you mind** listening carefully to my question, please?
- Would you mind** making the coffee, please?
- Would you mind** moving (back) a bit, please?
- Would you mind** opening the door, please?
- Would you mind** passing the sugar, please?

- Would you mind** posting these letter for me, please ?
- Would you mind** plugging the fan in, please ?
- Would you mind** putting it on, please?
- Would you mind** reading your question out again, please?
- Would you mind** repeating what you said, please ?
- Would you mind** speaking a little louder, please?
- Would you mind** speaking more quietly please?
- Would you mind** switching it on, please?
- Would you mind** switching the lights on, please?
- Would you mind** translating the next line as well, please?
- Would you mind** turning off the light, please?
- Would you mind** turning your radio down a little, please?
- Would you mind** waiting a few minutes, please?
- Would you mind** writing what you said on the board, please?
- Would you mind** not disturbing others, please?
- Would you mind** not making noise, please?
- Would you mind** not smoking here, please?
- Would you mind** if I switched the lights on, please?

### Conversation Practice (సంభాషణలు - అభ్యాసన)

#### 1. ఏ సమయంలో ఎలా పలుకరించాలి?

స్నేహపూరిత వాతావరణంలో సంభాషణను ప్రారంభించుట, ముగించుట మనం ప్రజలను కలిసినపుడు వారిని ఆ రోజులోని సమయాన్ని బట్టి పలుకరించాలి. ఈ ఉద్దేశ్యం కొరకు రోజు అంతటిలో మూడు సమయాలను నిర్ణయించడం జరిగింది. అవి a) morning (ఉదయం) b) afternoon (మధ్యాహ్నం) c) evening (సాయంత్రం).

**a) morning** (ఉదయం) నిద్రనుండి మేల్కొని సమయం (అర్ధరాత్రి 12 గంటల) నుండి మధ్యాహ్నం 12 గంటల వరకు అనగా లంచ్ (మధ్యాహ్నం భోజన సమయం) వరకు గల సమయాన్ని "morning (ఉదయం)" గా నిర్ణయించడం జరిగింది.

**b) afternoon** (మధ్యాహ్నం) : మధ్యాహ్నం 12 గంటల నుండి సాయంత్రం 5 గంటల వరకు గల సమయాన్ని afternoon "(మధ్యాహ్నం)" గా నిర్ణయించడం జరిగింది.

**c) evening** (సాయంత్రం) సాయంత్రం 5 గంటల నుండి bed time (నిద్రించే సమయం) లేదా అర్ధరాత్రి 12 గంటల వరకు గల సమయాన్ని evening (సాయంత్రం)గా నిర్ణయించడం జరిగింది.

రోజులోని ఏ సమయంలో ఎలాంటి పరిచయ వాక్యాలను, వీడ్కోలు వాక్యాలను పలకాలో ఈ దిగువ పట్టిక నుండి గ్రహించవచ్చును.

Time (సమయం)	పరిచయ వాక్యాలు	వీడ్కోలు వాక్యాలు
morning	Good morning	-----
noon (12.00 A.M)	Good noon	-----
afternoon	Good afternoon	-----
evening	Good evening	Good night, Sweet dreams
Any time of the day	Hello, How are you ; How do you do; Good day	Bye, Bye, Bye, Good Bye, Good day, Fare well; See you (again); cheerio.

వ్యక్తులను వివిధ సమయములలో పలుకరించుటకు లేదా వీడ్కోలు చెప్పుటకు ఆ వ్యక్తితో గల సంబంధమును తెలియజేసే తగిన పదమును కూడా పై పట్టికలోని పలకరింపు లేదా వీడ్కోలు మాటలతో కలిపి ఉపయోగించాలి.

- ఉదా : Good morning ( Mr.) Joseph (శుభోదయం, మిస్టర్ జోసెఫ్)  
 Good morning (Mrs.) Rosy (శుభోదయం, మిసెస్ రోజీ)  
 Good morning sir (శుభోదయం, అయ్యా)  
 Good morning madam (శుభోదయం, అమ్మా)  
 Good morning doctor (శుభోదయం, డాక్టర్)  
 Good morning (my dear) (శుభోదయం. (ప్రియ) బాబాయి/మామయ్య)

**మాదిరి సంభాషణలు**

1

- Mary : Hello, I Mary (హలో, నేను మేరీని)  
 John : Hi, Mary, Nice to meet you, I am John (హయ్, మేరి, నిన్ను కలవడం ఆనందదాయకం నేను, జాన్ని)

2

David : Hello! Glad to meet you. How are you ? (హలో, నిన్ను కలవడం ఆనందదాయకం, ఎలా ఉన్నారు?)

Joseph : I am fine, Thankyou How are you ? (నేను బాగుగా ఉన్నాను, కృతజ్ఞతలు, మీరెలా ఉన్నారు)

3

Martin : Oh! how are you, Mr. Albert ? (హో! మీరెలా ఉన్నారు? మిస్టర్ ఆల్బర్ట్)

Albert : Fine, thank you. How are you ? (చక్కగా ఉన్నావు, కృతజ్ఞతలు, మీరెలా ఉన్నారు?)

4

Martin : I am all right, thank you (నేను బాగుగానే ఉన్నాను, కృతజ్ఞతలు)

Paul : Have you met Mr. Joseph ? (నీకు జోసఫ్ తెలుసా?)

Simon : No, not yet. How do you do ? My name is Daniel (లేదు, ఇంకా లేదు, ఎలా ఉన్నారు? నాపేరు దానియేల్)

Daniel : How do you do Mr. Daniel ? (మీరెలా ఉన్నారు, మిస్టర్ డేనియల్?)

5

Robert : Hello, Good morning my dear friend (హలో శుభోదయం, నా ప్రിയమిత్రమా)

Peter : Hello, Thank you, Good morning ! How do you do ? (హలో, కృతజ్ఞతలు, శుభోదయం, మీరెలా ఉన్నారు?)

Robert : I am fine, thank you, How do you do ? (నేను బాగుగానే ఉన్నాను, కృతజ్ఞతలు, మీరెలా ఉన్నారు?)

6

Herbert : Hello, Good morning, I am pleased to meet you. I am Herbert (హలో శుభోదయం, నిన్ను కలవటం నాకు సంతోషదాయకం నేను హర్బర్ట్)

Edward : Hello, Herbert, Good morning, I don't think we have met,  
How do you do. (హలో, హర్బర్ట్, శుభోదయం, మనం కలుసుకున్నట్లు  
భావించుటలేదు, ఎలా ఉన్నారు?)

Herbert : How do you do, (మీరెలా ఉన్నారు)

7

Mary : Hello, David (హలో, డేవిడ్)

David : Hi, Mary (హాయ్ మేరి)

8

Lincoln : Hello, I am Lincoln (హలో, నేను లింకన్‌ని)

Paul : Hi Lincoln, Nice to met you. I am Paul (హాయ్, లింకన్, నిన్ను  
కలవడం ఆనందదాయకం, నేను పాల్‌ని)

గమనిక : పైన పేర్కొన్న మాదిరి సంభాషణలు చాలా ముఖ్యమైనవిగా పరిగణించి  
చక్కగా అభ్యసించాలి. పరిచయ వాక్యాలతో సంభాషణను ప్రారంభించుట ఒక  
మంచి సాంప్రదాయము అవుతుంది. పరిచయాలు, వీడ్కోలు చెప్పు సమయమునందు  
తప్పక అప్పటికాలాన్ని పరిగణనలోకి తీసుకోవడం మరువరాదు.

## "SENTENCES FOR PRACTICE"

My sister often talks about you మా చెల్లి తరచు మీ గురించి మాట్లాడుతుంది.

He always speaks of you మీ గురించి ఎప్పుడూ చెప్తుంటాడు.

I have heard much of you నేను మీ గురించి ఎంతో విన్నాను.

I should thank you for introudcing me to Mr. Paul. పాల్ గారిని పరిచయం  
చేసినందుకు నీకు కృతజ్ఞతలు తెలుపుకోవాలి.

It will give me great pleasure to see you again మిమ్మల్ని మరల కలుసుకోవడం  
నాకు ఎంతో ఆనందాన్ని ఇస్తుంది.

### 2. టెలిఫోన్ సంభాషణ

**Telephone number :** ఫోన్‌లో మాట్లాడునపుడు మన ఫోన్ నంబరు, అవతలి  
వారి ఫోన్ నంబరు తప్పక తెలిసి ఉండాలి. ఫోన్‌లో సున్న (0)ని 'oh' గా ఉచ్చరించాలి.  
అలాగే వరుసగా రెండు నంబర్లు ప్రక్క ప్రక్కనే వస్తే Tribble (త్రిబుల్) అని చెప్పి ఆ  
నంబర్ చెప్పాలి.

EG : 235520 (two - three - double five - two - oh)

277708 (two - trible seven - oh - eight)

**Information book (సమాచార పుస్తకము) :** మనం ఫోన్ చేసి చెప్పవలసిన విషయాన్ని ముందుగా ఒక పుస్తకంలోని ఎడమ ప్రక్క పేజీలో క్లుప్తంగా వ్రాసి పెట్టుకోవాలి. అవతలివారు అడగటానికి అవకాశం ఉండే ఇతర ఫోన్ సంబర్లను కూడా వ్రాసి పెట్టుకోవాలి. అలాగే అవతలివారు చెప్పే విషయాన్ని గాని, ఫోన్ సంబర్లనుగాని వ్రాసుకోవడానికి కుడివైపు పేజీని ఖాళీగా ఉంచి తెరచి పెట్టుకోవాలి. మంచి కండిషన్లో ఉన్న కలమును కూడా రెడీగా ఉంచుకోవాలి.

**నీవు ఎవరివో చెప్పుట :**

**Hello, This is Robert హలో, నేను రాబర్ట్ని**

**Hello, Robert here హలో, ఇక్కడ రాబర్ట్**

**Hello, Robert speaking హలో మాట్లాడుతున్నది రాబర్ట్**

**నీవు ఎవరిని పిలుస్తున్నావో చెప్పుట :**

**Is Sony there, please ? అవతల సోనీ యేనా ?**

**Can I speak to Sony ? నేను సోనీ తో మాట్లాడవచ్చా?**

**అవతల వ్యక్తి ఎవరైనదీ అడుగుట :**

**Is that Mr. Paul ? అది మిస్టర్, పాల్ యేనా?**

**Is that Paul 6377? అది పాల్ 6377 యేనా?**

**Who is speaking? ఎవరు మాట్లాడుతున్నది?**

**Who am I speaking to, please? నేను ఎవరితో మాట్లాడుచున్నది?**

**ఫోన్ సంబంధం తెగిపోయిందని భావిస్తే :**

**Hello ? Are you there ? (హలో? మీరేనా అక్కడ?)**

**Phone connection :** కొన్ని పెద్ద సంఖ్యలు లేదా కంపెనీలో ఒక లేదా ఒక్కొక్క ఫోన్కు అనేక కనెక్షన్లు ఏర్పాటు చేయబడి ఉంటాయి. అనగా ఒకే నంబర్ పై పలు కనెక్షన్లు (extentions) ఉంటాయి. అంతేగాక ఇవన్నీ ఒక స్విచ్ బోర్డు ఆపరేటర్ అధీనంలో ఉండవచ్చును. మనం స్విచ్ బోర్డు ఆపరేటర్ తో మాట్లాడునపుడు అతడు / ఆమె తన పేరు చెప్పి మాట్లాడును. అలాగాక ఆ సంస్థ / కంపెనీలోని వేరే వ్యక్తులతో మాట్లాడవలసి వస్తే క్రింది రకముల వాక్యములను ఉపయోగించి మాట్లాడవచ్చును.

**May I speak to Mr. Lee**

**Could I speak to Mr. Lee**

**Could you put me through to Mr. Lee, please?**

**I'd like to speak to Mr. Lee**

**ఫోన్ పెట్టేయకుండా లైన్లో ఉండమని చెప్పుటకు :**

**Hold the line, please**

**Could you hold on ? I shall just see if he is in.**

**Would you mind holding on a moment ? I shall fetch him.**

**Just a moment, please.**

**పిలుచుకువచ్చినందుకు కృతజ్ఞతలు చెప్పుట :**

**Thank you for calling him.**

**Wrong number అయినప్పుడు**

**I am sorry. I have got the wrong number.**

**ఇతర మాటలు :**

**I shall ask him to ring you.**

**Book a trunk call to Chennai**

**Please give me the Telephone Directory.**

**I have forgotten the telephone number.**

**She can't come to the phone right now, she is bathing**

**కొన్ని మాదిరి సంభాషణలు**

**①**

**John : Hello, is Mary there, please?**

**Daniel : Hello, who is speaking? I am her brother, Daniel.**

**John : This is John, Can I speak to Mary?**

**Daniel : Yes, please, just a minute**

**②**

**Ronald : Hello, Ronald speaking, is that Mr. Paul?**

**David : No, I am David, sir**

**Ronald : May I speak to Mr. Paul.**

**David : Yes please just a minute, Hold the line**

**Sir, please speak to Mr. Paul.**

**Ronald : Thank you for calling him**

③

- John : David, see! Somebody is singing up.  
David : Shall I take the call, Daddy?  
John : No answer the phone and ask him to hold the line  
I am coming on the phone to take the call.

④

- David : Hello! who is calling there, please?  
Paul : I am paul, Is it David there?  
David : Yes, you want my brother ? He is in.  
Paul : Please call him on the phone  
David : All right Hold the line, please, I shall send him.  
brother, you are wanted on the phone.

⑤

- John : David, see who is calling up  
David : Hello! who is calling, please?  
Mary : I am Mary. Please ask your sister to meet me.  
David : Sorry, madam, I have no sister at all.  
You rang up wrong number. I think

⑥

- David : Doctor, At what time do you start?  
Patel : I am sorry, I am not a doctor, You have got a wrong  
number.  
But what number are you calling  
David : It is 60260  
Patel : Oh! you are a wrong number, Sir, please check up the  
number, your doctor is two doors off from this number

⑦

- David : Daddy, the phone rang at noon, and I answered it.

- John : Who is the caller? and what is the message.  
 David : It is woman by the tone and address. She refused to leave the message with me.  
 John : Why didn't you ask the calling number.  
 David : I already thought she mistook our number.

(8)

- David : John, the phone is ringing, see who is on it.  
 John : Mary is calling you on the phone.  
 David : Ring off. I am very busy.  
 John : Then, shall I ask her to ring up later?  
 David : But ask her to ring me up at my office.

(9)

- John : David, did anybody ring for me just now?  
 David : Yes, dad, Mahesh uncle gave three rings for you  
 John : Who took up the phone ? what is the message?  
 David : He hasn't left any message with me. He simply, inquired for you and range off.

**టెలిఫోన్ సంభాషణలో ఉపయోగపడు వాక్యముల జాబితా**  
**Study Material for Telephones**

- Be on the line.  
 Allow me to phone her  
 Allow me to use your phone  
 Answer the phone  
 Ask her to return my call when she gets home.  
 Call the doctor - She looks very ill.  
 Call the particular person on the line.  
 Get him on the phone.  
 Give me a ring if you need me.  
 Phone your reply to me - a letter would take too long to arrive.  
 Put the receiver first to your ear.

Put it back and make a fresh start.

Ring the doctor

Tell me to which place do you want to book your call.

Our phone is out of order.

The phone is gone out.

I have a call for you from Guntur.

I have a few calls to make.

I have a message for you from Mr. John.

If he is busy at the moment, he can ring me back.

We don't have a phone.

I have to make a call to Tenali.

If you have any problems, just phone me up.

Most of the work is carried out over the phone.

If you telephone your order to the shop they will deliver it.

If the telephone rings, can you answer it ?

I am scared to answer the phone.

I think we should ring for an ambulance.

There is a telephone pole just apposite to our house.

Wire me to let me know when you will arrive.

Never talk senselessly on telephone

Don't dial the number first.

Don't forget to send me a wire.

Please speak up. I cannot heart you well.

Is it not functioning?

Is the call over?

Are you in the phone book?

Are you on the phone ? (మీకు ఫోన్ ఉన్నదా?)

What is her phone number?

What is the number for trunk booking?

Where is the telephone exchange?

I am expecting my mother to ring.

The subscriber is holding the line.  
The telephone is ringing  
Who is calling.  
It was his sister who phoned  
She had a long conversation with her mother on the phone.  
He asked if you would ring him back when you got in.  
I called him this morning but he was out.  
I called you yesterday but there was no answer.  
When she collapsed, I called the doctor.  
I dialled your number, but it was engaged.  
I forgot your telephone number  
He phoned back at 6'0 clock.  
I phoned him (up) last night  
He phoned in the results of the poll  
He phoned (me) to say he couldn't come.  
Someone phoned when you were out, but he didn't leave any message for you.  
He picked up the phone and dialled a number  
He promised to call me soon  
He put the phone down.  
The telephone rang as I left the room.  
I rang him when he was in bed.  
He rang me up to tell me that he had found the letter.  
I rang you up several times yesterday.  
He sent a message to Raju saying he was returning.  
I spoke to him by phone.  
I spoke to him on the telephone.  
He telephoned to say that he was not well.  
He telephoned to say that she is ill.  
I told him you were not in, so he said he would ring (you) back later  
Your voice sank and we could hardly hear you.

When I tried to explain he just rang off.

I tried to ring you but you were not in.

I waited for the phone to ring.

Did you make an effort to contact me on the phone?

The phone was ringing, so she answered it.

We were talking on the phone

I shall call Mr. Raju on the line.

I shall call you back tomorrow.

I shall call you at 6 P.M..

I shall call you up this evening

I shall give you a call

I shall give you a ring back

I shall give you a ring tomorrow.

I shall phone you in a little while

I shall phone the result of the test to you

I shall phone (him) up and ask about it

I shall ring you (up) this evening

He will ring back tomorrow.

Will you call me back later?

When shall we set up phone to our house?

How long will the phone connection take?

Would you tell her that Raju phoned?

Whom would you like to speak to?

Can you call back in half an hour?

Can you hold on a moment, please?

Can you ring back, please?

Can I take a message?

Can I use your phone ?

Can you guess how many times I tried to contact you on the phone?

You can find out his address in the telephone directory

You can telephone from here

We can telephone his secretary, if we need to see him earlier.

You can't telephone Hyderabad directly from here, you have to go through the operator.

I have a bad memory for phone numbers.

Who can that be on the phone ?

I could not recognise your voice over the phone.

Could you call back tomorrow, please?

Could you give me Raju's phone number?

Could you give me her phone number?

Could you leave a message for Mr. Raju asking him to phone me back?

Could you put me through to Mr. Raju, please? (Connect on the phone)

He may ring again.

May I ring him up then?

May I speak to Mr. M.K. Gupta?

I must go and make a phone call,

You must ring the hospital at once.

I have it on the tip of my tongue.

I have to pay the cost of another call.

I think you misheard her.

Ring up the Railway station.

Shall we contact Mahesh on the phone?

Ravindra is asking you on the phone

May I know the telephone number you are ringing from ?

### 3a. BUYING A SHIRT CLOTH

Shopkeeper : Welcome ! Please come in sir.

Customer : Can you show me some good cloth for a shirt?

Shopkeeper : Sure, sir, Shall I show you Nylon mixed cloth or pure cotton cloth, sir?

Customer : Pure cotton cloth please. I want to make a shirt for

summer.

Shopkeeper : Here is some pure cotton cloth sir. It will keep you quite cool in summer.

Customer : Is this good cotton?

Shopkeeper : Yes sir, It is excellent cotton.

Customer : I am Sorry. I don't like the colour. It is too dark.

Please show me some light coloured cloth.

Shopkeeper : Do you like this cloth, sir?

Customer : This too is dark

Shopkeeper : What about this piece?

Customer : That is O.K. Give me two meters of It. Will that be the right length for one full shirt?

Shopkeeper : No, sir. You need two and a half meters for a full shirt and two meters for a bush shirt.

Customer : Please give me two and a half meters then.

Shopkeeper : Thank you, sir. I shall wrap it up for you in a nice plastic bag please pay the money at cash counter and have the bag.

### 3b. Buying a Saree

Salesman : Please step in madam, What can I do for you?

Customer : I want to buy some sarees. Will you please show me some nice sarees?

Salesman : Sure madam. Which variety would you like to see?

Customer : I would like to see some Gadwal sarees.

Salesman : Please come to this side. I shall show you sarees of your choice.

Customer : Show me the displayed saree in the showcase

Salesman : Sure Madam. I will bring it for you.

Customer : Do you have more colours in this variety?

Salesman : Only three clours are available.

Customer : What is the price of this one?

Salesman : One thousand nine hundred, madam

- Customer : Is there matching blouse piece with you?  
 Salesman : Yes, madam. Here it is.  
 Customer : All right, please then pack these and give me the bill.  
 Salesman : O.K. madam. Here are you saree and blouse piece.  
 And here is the bill.  
 Customer : How much is it?  
 Salesman : One thousand nine hundred fifty five, madam. Please  
 pay the bill at the counter.  
 Customer : O.K. Thankyou  
 Salesman : Thank you for your visit, madam. Please come again.

**SENTENCES FOR PRACTICE**

- Dry your moist hands with this towel.  
 Give this pile of dirty clothes to the was her man.  
 Go to second floor there you can whatever you want.  
 Keep some napkins on the dinner table.  
 Put on your clothes quickly.  
 Send all these dirty clothes to the laundry.  
 Take these clothes to the dry cleaner.  
 Never judge a man by his clothes.  
 Don't rub your eyes with a rough towel  
 There is some body's shirt over the chair  
 Narrow trousers are not in fashion these days.  
 You look great in these clothes.  
 This shirt fits me very well.  
 You are dressed in matching colours.  
 These colours do not match.  
 You are very neatly dressed.  
 You are not dressed properly.  
 You look nice in this dress.  
 You look ridiculous in this long gown.

This dress suits you perfectly.

I need a new shirt.

He ties his shoe - laces very tightly.

your sweater may shrink if you wash it.

He had on a tightly fitting shirt

I bought myself a shirt

I did not like your style of dress. You looked like a girl.

I paid a modest price for this embroidered table - cloth.

I shook my shirt.

I took off my coat and hung it on a peg.

You are sweating. You must change your shirt.

A button has come off is shirt.

He has tom his shirt.

A button came off.

Have you a bath-towel in the bathroom?

Is this colour guaranteed not to fade?

Is this fabric durable?

Is this hand-loom cloth?

Is your frock made of Muslin?

Do you like my dress?

How much money have I to pay?

What is the size of your shirt?

Will you please iron my shirt?

What is the price of this lungee?

what kind of fabric is this?

On what fibre is your shirt made?

Would you like to take your coat off? (remove cloths)

Could I try it on, please? (check cloths fro size etc.)

Exchange this readymade shirt for one that fits me better.

Measure the length and breadth of this cloth

Show me some good quality dress material.

This cloth is of a poor quality.  
I have just money enough to buy a shirt.  
I got this shirt at a low price  
I like fabrics of light colours  
This piece of cloth measures two metres and a half.  
This cloth tears easily.  
Do you need rough cloth?  
Could you pick up the clothes on your way back?  
Do you like people admiring your clothes?  
Have you packed the clothes?  
What sort of price - range were you thinking of ?  
What colour shirt did he choose?  
What colour do you like?  
What other kinds have you?  
How much is this one?  
Is the shade guaranteed fast?  
Would you like superior or cheap quality lungees?  
Have I to pay any more?  
Will this cloths do for two shirts?

#### 4. At the Doctor's

Patient : Good morning, Doctor!  
Doctor : Good morning, please be seated. What is your name?  
What is the trouble with you?  
Patient : My name is Raju. I am not feeling well. I have been  
having fever for the last three days. I am having a slight  
fever even now.  
Doctor : The fever is very slight at this time. I am prescribing  
some medicines. Take these medicines for three days.  
Patient : Sir, I am also feeling a lot of weakness in my body.  
Doctor : You should not worry about this. It is only due to the

fever. I am giving you an injection and you will recover quickly.

Patient : Should I take some rest, Doctor?

Doctor : Are you in service. Mr. Raju?

Patient : Yes, doctor . I am working as a clerk Z.P. High School.

Doctor : It will be better if you take rest for a week.

Patient : Thank you doctor. But I need a medical certificate to apply for leave from my school.

Doctor : O.K. I shall issued you a medical certificate also for a week.

Patient : What should I eat, doctor?

Doctor : You should eat only light food. You should not eat any heavy or spicy food. Do take plenty of water. You can take bread and fruits also.

Patient : I shall see you after three days. How much should I pay you, Doctor?

Doctor : You pay sixty rupees, please.

Patient : Here it is, please

Doctor : Thank you, I hope you will be all right within three days itself.

Patient : Thank you, doctor, Good bye.

Doctor : bye, Mr. Raju.

### SENTENCES FOR PRACTICE

Give me a thorough examination.

Give me some lotion for the boils on my skin.

Give me some ointment for boils.

Give me some tablets to ease the pain.

Prescribe the medicines

I am a bit stiff.

I am a bit stuffed up.

I am hoarse.  
I am much better  
I am not well  
I am short sighted.  
I am too tired to do anything.  
My throat is a bit dry  
There is a numbness in my arm  
One of my teeth is begining to decay. I must go to the dentist  
My health is better now.  
He is just back from seeing the doctor.  
My throat is painful when I swallow.  
My leg is sore  
My throat is sore.  
My nose is stuffy  
My tummy is swollen  
My motions are loose and constipated.  
My eyes are sore.  
I have a cold, please give me some nasal drops.  
I have a feeling of discomfort in the chest.  
I have a headache  
I have a swelling in the groin.  
I have a terrible pain in the stomach.  
I have a terrible stomach ache  
I have a very bad ear-ache  
I don't have a good appetite.  
I have an ache in my stomach  
My feet ache from all that walking  
My gums bleed at times.  
The pain comes on slowly  
The pain comes on suddenly.  
I cough a lot.

I feel a bit queasy.  
I feel a bit under the weather  
I feel absolutely rotten  
I feel as if I am going to be sick.  
I feel as if my stomach is going on burst open.  
I feel better today.  
I feel fine now.  
I feel I shall collapse now.  
I feel ill  
I feel rather dizzy.  
I feel rather feverish  
I feel quite sick  
I feel very hot  
I feel well  
My eyelid flickers  
My shoulder hurts a bit  
My finger hurts  
This tooth hurts  
My throat is inflamed  
I keep getting a roaring in my ears.  
I keep getting giddiness.  
I keep sneezing and coughing  
I keep wanting to go to pass water.  
When I move, I stagger  
My stomach rumbles.  
I see flashing lights.  
I shouted with pain.  
All food stays up in the chest.  
My ankle is swollen and painful.  
I think I am catching a cold.  
I think I am dying

I think I am going to throw up.  
I think I have broken my toes.  
She is terribly wounded.  
I am having a bit of trouble sleeping.  
My stomach is bursting  
This cold is causing me great discomfort.  
I am doctoring my cold with Aspirin.  
I am feeling lousy.  
I am feeling unwell.  
The pain is getting worse and worse  
My back is giving me a bit of trouble  
My tooth is giving me hell.  
My knee is hurting since yesterday morning  
My back is killing me.  
The tooth is playing up a bit.  
I have been in an accident.  
I have been on a diet recently  
I have had a temperature all day.  
I have never had chicken pox  
The swelling has disappeared.  
The pain has eased off a bit  
My weight has fallen.  
I have got a bit of a cold.  
I have got a bit of an ache in my back  
I have got a bit of a headache  
I have got a blister.  
I have got a pain in the chest.  
I have got a sorethroat so I am going to the doctor's  
I have got a splitting head-ache.  
I have got a tickle in my throat.  
I have got stabbing pains in my stomach.

I have got stomach-cramps.  
I have got to get some relief.  
I have injured my knee.  
My weight has picked up a gain.  
I have been troubled with bronchitis ever since I was born  
He has been drinking this ever since he fell ill.  
I have been feeling rather sick these last few days.  
I have not been feeling well lately.  
I have been sweating a lot.  
This medicine was no good.  
I was so weak that I began to go limp.  
I was so weak that my legs gave away.  
I was unwell.  
I cut my face when I was shaving.  
I fell ill  
I felt tired all day long.  
I was laid up for three months.  
I did not sleep a wink last night.  
My knee started hurting about a week ago.  
I wanted to have a check up.  
We shall have to take an x-ray.  
I can hardly been the pain.  
I can hardly breath.  
I can hardly hold this book properly  
I can't move  
I can hardly speak  
I can't stop coughing  
I can't touch my throat, it is sore.  
I shouldn't think so.  
Is there any real cure for headaches?  
Do you have anything good for my cold?

Do you know a good dentist?  
Does anything make it worse?  
What is the medicine for malaria?  
What is the most effective remedy for this ?  
What do you recommend for my cold?  
Is too much eating the cause for indigestion?  
How can we prevent it ?  
I am a little better today.  
I have an itching sensation on my back.  
My fingers are numb, I have no feeling in them.  
I never had measles  
I had muscular pain in the left arm  
I don't feel well  
The doctor felt my pulse  
I think I have got a fever.  
It is so kind of you to have come to inquire about my health.  
A thorn pricked my foot  
One of my sores does not heal.  
I hurt my left leg yesterday.  
I was ill last month, but now I am fit.  
I fell down and hurt my hip.  
He came to see me as I was ill.  
My illness kept me confined to my bed for a week.  
I applied medicine to the cut  
My doctor advised me to take rest for a week.  
I feel depressed when I have a head-ache.  
I cut my finger this morning.  
I was in great agony when I broke my arm  
I did not go to work yesterday because I was not well.  
I sprained my ankle this morning  
I went to the chemist's shop to buy tablets

The doctor has advised me to take a walk daily.  
My temperature has come down to normal today.  
The doctor has advised me to take only liquid food.  
My long illness has made me feeble.  
The doctor said I was suffering from an infection.  
My left knee was injured in a fall.  
I cannot attend office today as I have fever.  
My doctor is treating me for kidney trouble.  
One of my teeth is coming loose.  
My eyesight has become dim; I need glasses  
We shall catch a cold if we wear damp clothes  
The doctor gave me a tablet to relieve the pain in my stomach.  
I am feeling thirsty.  
I am feeling unwell now. Kindly allow me to leave the office.  
My wrist is itching please rub some balm.  
I have taken an Asprin for my head-ache but it is not subsiding.  
I have been sweating a lot.  
The doctor has advised me to take complete rest for another ten days.  
I had some tablets from the medical shop, but no use.  
I feel my eyes buring.  
I am feeling feeverish  
I feel somewhat better now.  
I do feel a little pain while walking.  
I have no appetite.  
I require these medicines.  
I want the same tonic prescribed by the doctor.  
I am not feeling well.  
I am feeling very weak.  
I am not suffering from any urine problem  
I have a severe stomach-ache  
It is not possible for me to walk even a ten yards.

I was driving my scooter when truck hit me from behind.  
I will consult the doctor and he will give alternative.  
Is this cut on my hand dangerous?  
What should I do to reduce my weight?  
How long will it take to heal?  
Where can I get the tonic?  
How much should I pay you.  
When should I come again for check up?  
How many times a day need I take this medicine?  
Be careful about eating.  
Have an X-ray of your shoulder and back.  
Bend your kness.  
Come and lie down on this bed.  
Cover yourself with a blanket.  
Drink this medicine.  
Go to the compounder and got the temperature reading.  
Go to the laboratory and got you blood tested.  
Grip my hand firmly.  
Keep your head still.  
Let me feel your pulse.  
Lie (down) on the bench.  
Lie flat on the bed.  
Lie on your right side.  
Lie on your tummy.  
Massage this oil.  
Open the mouth wide.  
Put out your tongue.  
Put ther ther mometer under your tongue.  
Roll over on to your left side.  
Roll your sleeves up.  
Show me where your get most pain.

Sit forward

Squat down.

Stay in bed for a day.

Stop taking tablets and continue the tonic for a week.

Take a dose of this medicine every four hours.

Take a deep breath in and out.

Take deep breath and release slowly.

Take one does of this cough syrup three times a day.

Take this pill.

Take your coat and shirt off.

Try and explain what happens when the pain comes on

Turn over and lie on your back

Here is your prescription.

I am sorry to hear that

This is a common condition and should clear up in a day or two

There is a little infection.

Your son's health is delicate, you should give him a good tonic.

Your health is good.

His pulse is irregular.

There is no care of the common cold

It is nothing serious.

You have nothing to fear

There is nothing wrong with your heart.

It is only a sprain, nothing serious

Cold in the chest is serious.

The main cause of it is smoking.

His heart is very weak.

Your gums are very sore.

You have to come into the hospital for a few days.

Your have to cut the cigarettes down.

Your leg has to be kept in plaster

The cut is healed  
Let us hope you soon get over it.  
He looks much better.  
He looks tired  
He looks very healthy.  
He looks very pale.  
You don't look very well.  
This needs an incision to let out the pus.  
There doesn't seem anything wrong with you.  
She seems ill.  
I think you don't get enough exercise.  
He is getting better now.  
The swelling is getting larger.  
He has got something in his eye.  
You have got a little healthier since you started jogging.  
He has got a little heavier.  
You have lost some weight.  
His condition was worse a couple of day ago.  
After a short rest the pain went off.  
He was looking a good deal fitter than the last time I saw her  
She will be O.K. in no time.  
This medicine will do you good.  
This will clear up on its own.  
It will get better of its own accord  
You will get over it soon.  
It will go away soon.  
The fever will soon go down.  
It will be gone by tomorrow.  
Drinking some coffee will help it.  
Resting a while will help it.  
This medicine should clear up the trouble.

You would be back to normal in a few days.  
I can't find anything seriously wrong with you.  
This must be because of an emotional upset.  
We must dress your wounds.  
The tooth must be extracted.  
You must get X-rays of your shoulder taken.  
You must take the pills every six hours.  
He must be taken to hospital.  
You must have your teeth tested yearly.  
You can eat anything you like.  
You will be alright within two days.  
He will be alright soon.  
This medicine will do you good.  
His chest was effected by constant smoking.  
You must take exercise to keep fit.  
Even a drop of this medicine will do you good.  
If you take an Aspro tablet, it will ease your head-ache.  
The patient cannot take solid food. He can only take milk.  
The patient had a weak stomach and could not digest solid food.  
You can give him one tablet of Crocin.  
She has n't much fever.  
Is he having fever also?  
Why are you yawning so much?  
Do you know how to dress a wound?  
Is your health improving now?  
Are you taking some tonic for energy?  
Have you hurt your hand?  
How is your health now?  
Who took him to the hospital?  
Have you ever been to the hospital before?  
Did you see the injury?

Did you ever fall ill?

Do you feel any pain while walking?

Since when has he been suffering like this?

How is he now?

What is the trouble with him?

How do you feel now?

Which is the trouble with him?

What is the colour of his eyes?

What is he suffering from?

What are you giving him to eat?

Have you every had measles?

What happened to your left arm?

Have you not been to dieting recently?

Have you not used any medicines?

How did you get this injury?

Have this tonic and tablets from any medical shop.

Lie down for a few minutes.

Lie down here on the bed

Take one tablet every six hours.

Take light diet for a few days.

Take some medicine.

Take this prescription.

Take this tablets and tonic for ten days and then see me.

Take today barely and glucose and from tomorrow have bread also.

Use them fifteen days.

His eye is completely safe.

There is no fault with your health but you must take medicine for weakness.

There is no defect in the blood.

You look very pale today.

It seems you are catching a cold.

You can buy these from the chemist shop outside.

I am writing the names of the medicines

He had 101°F

Are you aware of anything when you swallow?

Have you a cough?

What is your appetite like?

Are you short of breath?

What exactly is the problem?

What is your trouble?

How is your father today?

Do you feel better now?

When does the pain comes on?

Do you feel any pain here?

Do you feel very hot?

Where is the pain most severe?

Is this a life long habit?

Do you vomit?

Do you bring up any phlegm?

Do you always sweat?

Do you cough up phlegm?

Do you always sweat?

Do you cough up phlegm?

Are you fidgety?

Are you gittery?

How often do you get this pain?

Do you belch?

Do you get any pain on breathing?

What sort of exercise do you take?

Are you all right?

What colour is the vomit?

What is the matter?

How are you at the moment?

Are you ill?  
Does anything in particular bring on this pain?  
Do you ever faint?  
When is your baby due?  
Does it bother you in any way?  
Do you have to strain to pass your motions?  
Have you any aches or pains?  
Do you have to strain to pass your water?  
Is your play any sports?  
Does any special food upset your stomach?  
Are your bowels regular?  
What are you taking for your head-ache?  
How are you feeling today?  
Why are you belching?  
Is your hearing affected?  
Is there anything broken?  
Is he really ill?  
Are you ill?  
Are you still having fever?  
Are you feeling better?  
Have you been on dieting recently?  
Have you had any fever?  
Have you ever had measles?  
Have you got your blood checked for malaria?  
Have you put on weight recently?  
Have you taken any Aspirin?  
How long have you had it?  
How long has this bothered you?  
What has your health been like?  
Have you had any serious illness in the past?  
How long have you had this boil?

How long have you been feeling like this?

Where did you catch the infection?

When did you first notice the lump?

How did you get this cut on your hand?

Did you ever have trouble with your liver?

Will it last very long?

How can I help you?

What can you do about insomnia?

Be careful not to cut your fingers on the broken glass

He has cataract in the left eye.

I am sorry to disturb you at this late hour.

She became suddenly ill in the evening.

I am sorry to know this

I came to know that you are in the hospital today itself.

She was seriously ill last week.

My cow fell and injured one of its hind legs.

The wounded man was taken to hospital in a critical condition

The rich lady consulted many specialists about her illness

Mary got went in the rain and caught a cold.

You seem to be sick, what is the matter?

Father got relief from a head-ache.

Do you wear false teeth?

You must have eyes tested.

If you have a tooth-ache, you should to go to a dentist.

Is the temperature controlled now?

He vomits whatever he eats or drinks.

He cannot digest anything

The doctor has advised to give him nothing else till the fever comes down.

David was seriously ill last week, but now she is out of danger.

The accident has made him deaf in one ear.

He has been admitted to the hospital.  
I went to see him soon after he was taken to the hospital.  
Did you know the ward into which he was admitted?  
As expected I found him there.  
His head was bandaged  
We all prayed for his recovery.  
He told me that he was out of danger.  
When were you discharged from the hospital?  
For what disease is the doctor treating you?  
Are you sure this is an effect of the medicine?  
Has the doctor advised an emergency operation on your broken leg?  
He has lost his appetite because of his illness.  
The doctor put a bandage round his wound.  
Many patients sat on the bench outside the doctor's cabin.  
He cancelled all his appointments as he was not feeling well.  
The baby has caught a cold.  
He caught a chill  
Has the doctor found out the origin of your illness  
What are these patches on your arm?  
Is there a physician nearby?  
My mother feels rather ill today.  
Have you now recovered from your recent illness?  
Has she recovered from her illness?  
We would be delighted with her recovery.  
What medicine has the doctor prescribed for you?  
Is there a mental-hospital in your city?  
It is a miracle that the driver of the car was not killed in the accident.  
The wounded man moaned all the night.  
I am sorry to know that your mother is ill.  
She fell and sprained here toe.

It was a bad sprain.

If we take food so quickly we shall get stomach-ache.

The doctor suggested that she should take rest for one week.

Why did the old lady commit suicide?

Do you know how to read to thermometer?

She started feeling ill at the end of last week.

I feel sure he is a doctor.

She is ill so she can't come

He has a serve back-ache

He twisted his ankle.

She has got a pain in the shoulder

She has hurt her wrist

He was struggling for breath

Nobody believed that he would recover

His ears discharge frequently.

She fell ill

He has been stung by a swarm of bees.

He fell of a ladder.

He was in a fight and got his head hurt.

Can you come and have a look at my father?

He is long sighted

His illness got worse.

He feels run down, but he is not in any pain

He has difficulty in passing his motions.

Call the doctor if the temperature goes up.

She tripped over on the pavement and tasted the ankle.

Is she getting better?

Will she survive the operation?

Does he have anything serious?

She had a temperature and was not feeling well.

She was ill for a long time.

You should call the doctor if you are ill.

She is in bed with a fever.

She felt her heart beating faster.

She seems as bit feverish tonight.

She is visiting her sick uncle in hospital.

He is a sick man.

He wounded her in the arm.

How long will the wound in his arm take to heal?

The wound is healing fast.

He has been sick several times today.

Was he seriously wounded?

You should consult a doctor about your ear-ache.

The doctor told me that my wife is very sick and may not live very long.

There is a chemist's shop at the corner.

The company is not supplying the same.

There is another shop at the end of the street.

You can try at there.

This tonic is not available in the market.

There is the tonic of same preparation made by another company.

Have you brought the doctor's prescription?

## 5. AT SCHOOL

Student : Good Moring, sir. May I come in please?

Teacher : Good morning.. Please, come in.

Student : Sir, I am a new student of your class. My name is Raju

Teacher : Sit down. Mr. Raju. Not there, in the second bench.

Student : Thank you sir,

Teacher : From where did you pass your S.S.C. examination?

- Student : I passed my S.S.C. examination from S.A. High School.  
Bapatla.
- Teacher : Where you live?
- Student : We live at patel Nagar.
- Teacher : What is that book?
- Student : It is a Dictionary
- Teacher : From where did you get it?
- Student : I got it from my uncle.
- Teacher : O.K., Thankyou.

### STUDY MATERIAL FOR CLASSROOM ENGLISH

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| Do you (mind if I).....?        | Could you some one (please).....? |
| Do you want to .....            | Would you like to .....           |
| I want you all to .....         | Would you be kind enough to ..... |
| I want one of you to .....      | Would you be so kind as to.....?  |
| I want the whole class to ..... | Would anybody like to .....       |
| You ought to (have) .....       | Could you please.....?            |
| I want you to .....             | Could I trouble you to .....      |
| We are going to .....           | Will you .....                    |
| You have to .....               | Let us (all) .....                |
| You must not .....              | If you want to .....              |
| I wonder if you could .....     | In order to .....                 |
| Don't forget to .....           | Would you .....                   |
| Who can .....                   | Could you (all) .....             |
| I shall .....                   | Can anyone.....?                  |
| Shall we .....                  | What did you .....                |

గమనిక: పై నిర్మాణములందు ఇవ్వబడిన ఖాళీలందు దిగువనివ్వబడిన ఆర్డర్స్ ని తగిన సందర్భమునందు ఉపయోగించ వచ్చును.

Be careful you don't drop that

Be kind to all

Be prepared for anything

Be quiet  
Be ready in bridal makeup  
Be sure to remember it next Monday.  
Have a guess.  
Have a break / rest.  
Have a look at the diagram on page 82  
Have a seat  
Have another lock  
Do your homework before going to play  
Do it on your own.  
Do this sum on slate not in notebook.  
Do it again  
Do it the same way as last time  
Do it this way.  
Do this exercise at home  
Do the work we have done in class.  
Do your homework without delay.  
Do it like this  
Do what I am doing  
Do what I said  
Ask someone to fix the heater.  
Ask your dad to wake you up.  
Ask each other if anybody had to go to hospital  
Ask each other how long it took to put the fire out.  
Ask each other how much damage it caused.  
Ask the reason.  
Ask for further information  
Attend to what I say.  
Bring some plates from kitchen.  
Behave yourself.  
Begin again.

Come out and write it on the board.  
Come and see me after the lesson.  
Clean this side.  
Clean the top right hand corner.  
Come out and point to England on map.  
Come out to the front (of the class)  
Come on time.  
Complete the sentence you are writing and then we shall stop  
Complete the dialogue you are practising.  
Change these sentences in the same way as the example.  
Check your grammar.  
Check your spelling of \_\_\_\_\_  
Come and wash your hands before your lunch.  
Come here for a moment.  
Come and see me later on.  
Calm down.  
Collect the papers.  
Come out and sharpen your pencil.  
Come out and draw a bucket on the black - board  
Clean everything off  
Check the spelling of these words  
Come out and write in on the board  
Clean this part  
Draw a line four inches long  
Explain it in your own words  
Enjoy your holiday.  
Fetch somebody to see the cooler.  
Finish the task you are on now.  
Find the answer to this  
Finish off the question you are on.  
Find out how many questions you must answer

Find out how much time you have per question  
Find out how long the essay must be  
Find out how you will divide your time  
Get into groups of four  
Get Mr. Paul to mend the heater  
Give this book to John  
Guess what this is.  
Guess what I am drawing  
Gather your books and put them in your bag  
Give me a receipt for the books I am giving you  
Give back my books.  
Give my best wishes to your sister.  
Guess who it is  
Get together in groups.  
Get into a queue.  
Go and join the back of the queue.  
Go and rinse your hands under the tap  
Go and fetch some chalk from the office  
Go and see if there is any next door.  
Go back and listen again.  
Go and sit next to Julie.  
Hands up before you answer  
Hand me over that book  
Hop on one leg  
Hang on a moment  
Insert the tape and check it is rewound back to the start  
Keep it a secret  
Kneal down  
Leave a margin when you write  
Look this way

Listen to the tape  
Listen to what Many is saying  
Leave it alone now  
Learn these words by heart  
Look at this sentence  
Listen to me  
Let her try it on her own  
Look at exercise 2A on Page 78  
Look this way for a moment  
Lend me your copy  
Leave that half.  
Listen while I see if you are all here  
Listen while I tell you the situation  
Look at the picture while I explain  
Leave your boots over there  
Leave your shoes by the desk.  
Let us see who is absent  
Let us see if anyone is away  
Let us see if everyone is here  
Listen to how I say it.  
Listen again and say it after me  
Listen to what I am saying  
Leave it alone.  
Leave it where it is  
Listen again  
Look again carefully  
Let us see if you understand.  
Look at the right hand column.  
Leave this on  
Listen to this phrase

Look at this picture

Let us discuss what you have written

Let us practise orally the sentences you are going to write

Let us go through each paragraph once more before you start writing.

Let us make sure you know what you are going to say before you start writing.

Listen to how I read it

Let us see if you can do it orally first

Let us see if you can tell me what you are going to write

Look at the exercise in the middle

Look at the writing under / by the picture on page 86

Listen carefully to Mary's question

Look up the meaning of these words

Listen carefully to what I say

Let us not waste any more time

Look at the building in the middle of the poster

Look at the section in the top right hand corner

Let us take an example if a stranger needs advice on something.

Let us not waste any more time

Let us get back to what we were doing

Move forward and look at the person next to you.

Mind you don't bang your head on the door.

Make sure you bring it on Friday.

Match the questions to the right answers.

Move out of the way so that everyone can see

Move to one side so that we can all see

Move your desk this way

Move your chair back

Move your books at page 38

Put the heater on

Put this plug in the socket over there.

Pull the plug out  
Put your book in your desk  
Pack your books up  
Practise this dialogue  
Put the verb into the correct tense  
Preserve this document carefully  
Put all these books in the proper place  
Put your initials here.  
Put a full stop at the end of this sentence.  
Put capital letters where needed.  
Put your hands up if you can do it.  
Prepare the last two chapters for Monday.  
Pass the sheets to the front.  
Put your books up side down  
Pass these papers back  
Pass this work along (round)  
Put that rubbish in the bin.  
Pile your books up here. Make 2/3/4 piles.  
Read the next sentence.  
Read out what you wrote for number 3  
Repeat this sentence.  
Remember the rule for using "since" and "for"  
Read out the sentences on the blackboard.  
Repeat after the tape.  
Roll up the mat.  
Rewind your tape(s) and listen again.  
Remember me to your brother.  
Read the instructions.  
Read the first paragraph silently.  
Remember to bring the money.  
Remember there is a club meeting on 6-4-98

Read the sentence aloud.  
Refer back to the grammar notes on page 98  
Rub it all off.  
Remember to replace the tape recorder and the tapes.  
Rub off the words on the left at the top.  
Repeat after me, all together.  
Repeat it once more all together.  
Repeat your answer  
Read chapter 3 at home.  
Repeat what you said.  
Read out what you wrote.  
Read your question out again.  
Repeat the answer to number 4  
Read it again.  
Set the counter to 000 at the beginning of the tape.  
Step aside so that the class can see what you have written.  
Start reading from line 6  
Shut your books.  
Stop working now  
Stop being silly.  
Stop copying.  
Stop dreaming  
Stop doing that  
Stop talking and listen to me.  
Stop chatting.  
Sit still  
Stay in your seat.  
Say it in your own words.  
Say it quicker  
Say it by yourself  
Share with Mary this time.  
Say it after me

Say it again

Say it louder

Say it once more

Say it so that we all hear

See you again next Friday.

See you again on Tuesday.

Stay where you are for a moment.

Show me the card which says " \_\_\_\_\_ "

Show me the sentence which goes with this sentence

Spell correctly.

Start now.

Spell it aloud ( \_\_\_\_\_ it aloud)

Stop here for a while

Say hello to your brother for me.

Show him where we are

Say it with me.

Stand erect

Sharpen your pencil and draw a fine line

Show me where England is on this map

Sit somewhere where you can see

Say the words after me

Sing along with the children on the tape.

Say it with yesterday instead of everyday

Tell me what you want.

Try it again.

Tell me where Mary is

Tell me what you did last night / yesterday after school.

Touch me what you can see.

Try to be on time.

Turn round and face your neighbour

Try not to be late next time

Try question number 3  
Try it again from the beginning.  
Think nothing of it.  
Tell me what we talked about last lesson  
Tell me what we have done in this lesson.  
Turn the lights off.  
Tell me what these words mean in English  
Tell the Principal I want to see him  
Try to do it exactly the same way as I am doing it  
Take out your books and open them at page 72  
Turn over the page  
Turn to the next page  
Turn back to page 8  
Turn back to the previous page  
Take the register to room 7  
Try it in English  
Try to do in the way we did it last time  
Tell me in your own words what happened?  
Tell me exactly what you are going to write  
Think what that means  
Tell me what he likes  
Tell me what it says at the bottom of the page  
Try not to be late next time.  
Try to be here on time next time  
Try to work independently  
Tell him what he should have done.  
Take the plug out  
Tell me about the people on the left of the picture  
Try the next question  
Translate the next line as well

Try the next problem  
Try question 8 at home  
Throw it in the waste paper basket  
Watch me  
Wave your hands.  
Wet the sponge under the tap.  
Write it in your note books  
Write the exercise on page 38  
Write it on paper and give it in tomorrow morning.  
Write it out neatly and I shall go over it next lesson  
Watch your step  
Write a bit more about them  
Watch how I spell it  
Watch me doing it  
Work together with your friend  
Work on your own  
Wake up  
Wait a minute  
Write what you said on the board.  
Wait until I have said it  
Watch out. Mind that lorry.  
Wipe off the sentences on the right at the bottom  
Wind the tape on to the empty stool  
Write it here  
Write neatly  
Write that on the board  
Write it next to that word  
Wrap this book in paper  
Write this out neatly at home  
Don't be a fool  
Don't be angry

Don't be in a hurry, there is plenty of time  
Don't annoy him  
Don't answer until I have said it all.  
Don't bawl, I can here you.  
Don't disturb your neighbour (the sleeping dog)  
Don't drink that dirty water.  
Don't anybody forget their book next time.  
Don't forget about your homework.  
Don't forget there is an English film called Zurrasic Park about Reptiles on  
6.4.98  
Don't get upset.  
Don't keep prompting  
Don't knock it  
Don't look out of the window  
Don't look at the answers.  
Don't let the other person see yours.  
Don't let it happen again  
Don't mention it.  
Don't anybody move  
Don't make any silly mistakes.  
Don't make such a noise  
Don't move your lips while you are reading  
Don't play in the rain.  
Don't read it until everyone is finished  
Don't read it until everyone is ready  
Don't read so fast.  
Don't all shout at once.  
Don't stop in the middle of the sentence.  
Don't start unless I have finished.  
Don't spend more than a few minutes doing this.

Don't show your book to the other person.  
Don't tear any leaf out of your exercise book.  
Don't touch it  
Don't take until you have understood.  
Don't talk while I am explaining this.  
Don't whisper the answer.  
Don't write it unless I let you  
Don't write it down until I tell you to.  
Don't write while I am writing on the blackboard.  
Don't worry about your pronunciation  
It is very stuffy in here.  
Alison is eleven today  
Your time is up  
You are in my way.  
It is fine where it is.  
This is your home work for today.  
I am sure she can manage on her own.  
He usually goes on foot because it is not far.  
I have something to say to you.  
You have 10 minutes to do this.  
You have three guesses to find out what is under my desk.  
I have some new books to give out today.  
I hope you are all ready for your English lesson.  
I hope you pass.  
I hope you have recovered from your cold.  
You all know the word sparrow  
We don't need the tape recorder anymore  
You speak very fluently  
I think we can start now.  
I want you to read this first  
I want you to turn to page 72

I want you to tell me what had happened earlier.

I want to continue it.

I want to change it a bit.

I want to do it another way

I want you to work on this in pairs

I want to finish this piece of work

I want you to learn 6 lines of the dialogue on page 10

I want you to learn how to spell these words.

I want you to listen again and this time when I stop complete the sentence

I want you to listen to a short dialogue today.

Am I next ?

Is this what you want?

Is this correct?

Is that so?

Is this your book?

Is anybody absent?

Is everybody here?

Is this how you mean?

Is there any evidence to support what you say?

Is there anyone without a book?

Is everybody ready to start?

Are you all ready now?

Are your desks tidy?

Are you a student in this college?

Are there any mistakes in the sentences on the black-board?

Does anyone know when you would use the word" ....."?

Does anyone know where Ali is ?

Do you know where we are?

Do you know where he is going?

Do you understand everything?

Do you have an extra pencil?

Do you attend school regularly?  
Do you want to be in Paul's team?  
Do you agree with John?  
Do you really think so?  
Do you know if there is any coloured chalk?  
Do you know where the chalk is kept?  
Does anybody need any help?  
Do you sleep in the class?  
Whose turn is it to clean the room?  
Whose turn is it to read?  
What is the answer to this?  
Whose turn is it next?  
Where does Tom come from?  
Which do you prefer?  
Who do these belong to ?  
Who is the next one to try?  
Which question are you on?  
How big is it?  
What size is it ?  
Who do you think they are ?  
How far is it to the village?  
How old do you think Mary is?  
Whose class are you in ?  
Which school do you go to?  
Whereabouts in Hyderabad do you live?  
How do you spend your evening ?  
When does your exam begin?  
How many girls are there in your class?  
Where is this magazine published?  
In which continent does India lie?  
Who is the physical instructor at your school?

Which team do what I say first?  
Who knows what this word means .....?  
What do you think they are doing?  
How are you (all) today?  
Who knows what this is in English?  
Who knows what we call this in English?  
Who knows what this persons is doing in English?  
Who knows how you can introduce a friend to someone?  
I can give you my pen in exchange for your book.  
You can expect a test on this in the near future.  
You can talk during the break?  
We can come back to this exercise a bit later.  
I can't remember my date of birth.  
You can keep the score  
You cannot learn Geography without an Atlas.  
I can't find any mistakes here.  
You can book it up in the dictionary  
Can you all see the board?  
Can anybody correct this sentence?  
Can anyone tell me where you would see the word..... ?  
Can anyone tell me where my parents are?  
Can you explain that in your own words?  
Can you face the people behind you ?  
Can you give it in some time this week?  
Can I leave now?  
Can you read this one?  
Can you do this one?  
Can you remember what happened?  
Can you procure a pen and paper?  
Can you give me one word that means to come back?  
Can you read the words I write?

If you can't hear, come a bit nearer  
Can you grasp what your teacher says?  
Who can tell me this one?  
Who can do it?  
Who can remember what we learnt last time?  
Which team can answer best?  
Who can demonstrate the action of scraping?  
How can you stop the water flowing?  
Who can remember what we talked about last week?  
Who can tell me something about clause?  
How else can you say the same thing?  
Who can remember what I said?  
Could you explain what you mean?  
Could you tell me what you have got?  
Could I ask something?  
Could I go early?  
Could you say it again?  
Could you do that work again.  
Could you read what you have written please?  
Could you give me some food and a bed for the night, please?  
Could someone unplug it , please?  
Could you do it how I told you to?  
Could you say it in your own words?  
Could I borrow your book for a day?  
How else could you say that?  
May I go out for a minute?  
You have been absent for 3 days.  
You have missed two lessons.  
Your achievement has brought glory to our school.  
I have forgotten it.  
You have made a mistake in this sentence

I have got some rare books in my collection  
I have made a mistake in adding these figures.  
You have already had (your) a turn  
You have got 40 minutes to write this  
I have finished this  
You have forgotten something here  
I have never heard that word before  
The bell hasn't gone yet  
I have already asked you to stop twice I won't tell you again  
We have finished a bit early so why don't we have a game.  
I haven't seen him today.  
I haven't filled in the register.  
I have got some flash cards with questions and answer on.  
You have brought the wrong book.  
You have got the wrong page.  
The bulb has gone  
Has anybody got a pencil sharpener on him?  
Has anybody got an extra pen?  
Has everybody got a book?  
Have you ever been to Singapore?  
Have everybody got a book?  
Has anybody seen Mary today?  
Has anyone found a pen?  
Who wasn't had a turn?  
Where have you been?  
Who has lost a pen?  
Have you left your pen at home?  
Have you forgotten your home work?  
Have you ever heard of Penguins?  
Have you finished your home work?  
Have you finished all the lessons in this book?

Have you received a call for interview?

Since when has he been smoking?

We have finished our examinations

Has your book been published?

How much have you read so far?

How far have you progressed with the book you are writing?

Why have you not come direct from your school?

Why hasn't she come today?

I am going to teach you some useful words that we shall need for some role play

I am waiting for you to be quiet

I am going to the cinema tonight

I am going to say some questions.

I am going to read some sentences.

I am going to call the roll.

We are going to do some role - play now

You are reading the wrong one.

You are doing it the wrong way.

We are going practise a short dialogue today.

In which college are you studying?

When is your final examination starting?

How are you getting on at school?

What are you planning to do during the holidays?

When are we going to have our exam?

Are you all listening?

Which team do you want to be in?

Which subject do you want to work on ?

In which direction are they going?

What exactly are you trying to say?

What are we doing?

What is he doing this evening?

What is Mary eating.

Where are you coming from?

Where are you going (to)?

How are you feeling today?

Who wants to come out?

What is the author talking about?

Who is absent today?

I took your book by mistake

I tore the letter into small pieces.

He was intelligent, but my son soon surpassed him.

I bought a pencil like yours.

I got this book from the library

The sum was different and it took me a long time to find the solution

I was unable to read in the feeble candle light.

I hunted everywhere but could not find my book.

She came top of her class.

I went into the library.

He left early so that he could walk home.

He left early so as to catch his bus

You forgot the preposition

You used the wrong tense.

I found it very enjoyable.

I left it at home

I lost it.

Mother asked you which pen you had selected.

He wrote down my address in his note book.

My son passed the examination with distinction.

My illness interrupted my studies.

I did not know that.

I did not hear the name of the school properly.

What did it taste like? It tasted delicious  
How did it feel? It felt like silk.  
Which way did the man go?  
In which year were you born?  
How many point did you get?  
How much did you pay for this pen?  
Where did you spend your summer holidays?  
What was your opinion of the film?  
Where did we stop last time?  
How far did we get last time?  
What did I ask you to do?  
What did you do in the holidays?  
How many points did you score?  
How many marks did you get in Physics?  
Where did you go to university.  
How did you do in the last examination?  
What was the house like?  
How old were you when you started school?  
How much money disappeared in the robbery?  
Where did I ask you to go? (to school)  
Who did she play with?  
How many mistakes did you make?  
Where were you last time?  
Was that how I said it?  
Was that the correct answer?  
Did you oversleep?  
Did he pass or fail in the examination?  
Did you feel the dialogues were worth learning?  
Did anyone do anything interesting during the holiday?  
Did you get stuck in the traffic?

Did you get up late?

Did you miss the bus?

We shall go on with our lesson

I shall let you hear it again before I ask you those questions.

I shall be the referee

You will have to finish in a minute.

I shall help you then

I will turn it on

I will call the roll now

I shall draw them here

I shall divide the class groups.

I shall say it again.

I shall start and you continue

I shall read first and then you can read after me

I shall show you how I mean

I shall draw one

I shall repeat it once more

I shall give you a clue

I shall give your another example.

I shall be A and you are B

I shall do the first two for you so you understand.

I shall call your names

I shall leave him some work to give you

I shall report you to your father if you go on behaving like that

We shall start with this sentence.

I shall give you three guesses to find out what is in the basket?

I shall try not to let it happen again.

You will find the exercise on page 206.

By the end of the lesson you will be able to write a letter applying for a job

I shall read it to you first

Shall we go to the cinema?

Shall I go over it again?

You will have to bring it next time.

You will have to pay a fine often rupees.

My brother will be angry with me if I lose his pen.

Your son will pass, he his not dull.

What shall we do?

What shall I do next?

Who will speak next, after Mary?

We shall continue working on this chapter next time.

We shall continue (with) this chapter next Monday.

I shall give you a test on these lessons sometime next month.

Who will be the first person to read out 5 sentences?

Will you pass it up to the front?

Will you pass them up to the end of the row?

## 6. AT THE BANK

Bank Clerk : Good morning, sir. Can I help you?

Customer : Yes, sir. I wish to open a Savings Bank Account.

Bank Clerk : You are welcome. Take your seat, please.

Customer : Thank you. Please give me the requisite form.

Bank Clerk : Here it is. Fill in the form as required. Besides, put two signatures on the signature card attached separately. Get someone to recommend you.

Customer : Can I get someone to recommend me?

Bank Clerk : Yes, A person having an account here must introduce you.

Customer : You mean that the person must come here?

Bank Clerk : It is not always necessary. If you get the signature of the person with account number, that would be enough.

- Customer : How much money is needed to open the account?
- Bank Clerk : You can open account here with a minimum of one hundred rupees as minimum deposit. But you will not be given a cheque book.
- Customer : Why, sir?
- Bank Clerk : A cheque book is issued only if the depositor has at least one thousand rupees in his account. By the way with how much money are you opening your account?
- Customer : Five hundred, sir. How many times in a month can I withdraw?
- Bank Clerk : You can withdraw ten times a month
- Customer : Thank you for the trouble you have taken
- Bank Clerk : No trouble at all it is my duty.

### STUDY MATERIAL

Be haste

Go to another counter

Here are the forms for opening an account.

I know your problems.

I want it to be done quickly.

I don't know anyone who has an account here.

There are too many changes and corrections in this cheque

I am afraid your loan has not been sanctioned.

I am in a hurry, I have to go out

Please listen to me, don't get angry.

Please fill them up and I will do the rest.

I don't want to take much of your time.

My hand is not steady.

I require some information.

I have a couple of cheques worth rupees five thousand to deposit.

I am a stranger here.

I don't know any one in this city.

Take this and submit it in the counter.

Keep it with you.

I don't know how to fill it up.

Sign at the back of your cheque.

I need five hundred rupees notes only.

Please ensure that you have got exactly the right amount.

I want to get this cheque cashed here.

Thank you for your cooperation.

Do you personally know any of our staff members?

Don't you get me a little sugar?

Could you tell me the pin code for Bapatla, please?

Do you need any financial assistance?

How many installments do you give for repayment ?

How much time does it take for the sanctioning of this loan?

Is it simple or compound?

I want to purchase a scooter.

Do you know anyone who already has an account with us so that he can recommend you to us?

How much money do you want to deposit in cash?

When do I come again?

Can you give me stamps worth ten rupees, please?

Do you mind if I go in the evening?

I shall get it from someone else.

It will hardly take fifteen minutes.

That will be a great help.

I shall complete it today.

Can you tell me the account number, please?

Can you tell me the rate of interest?

How much time does it take for encashment?

What mistake have I done?

How much shall I write, sir?

I won't like to wait any longer.

I shall definitely count my money before I leave.

I have to write down something.

How much time will it take?

I will issue the cheque book now itself.

I would like to open a saving account here.

Could you write out another cheque. please?

Shall I get you a cup of milk?

Would you like me to fill it in for you?

Did you get the cash?

I didn't think of that.

When did you give them?

It shouldn't take much time now.

Can I cash a cheque here?

Let me see the cheque.

Would you sign on the back of the cheque here?

It has been put off for the next month.

I did not know it until you told me.

I thanked him for what he had done.

I had applied for a personal loan of ten thousand rupees.

I came to find out whether it has been sanctioned.

Shall I take leave of you?

Who make entries in passbook?

The initial deposit of hundred rupees will have to be in cash.

Have you made the entries in the cash register up to date ?

Would you mind lending me your pen for a while?

Would you mind letting me go out to the playground to watch the games?

Would you mind giving me your English notes for this evening?

Would you mind telling me the way to the bank, please?

Would you mind waiting for a while?

Would you mind allowing me to go straight away, please?

Would you mind repeating the second part of the message, please?

I couldn't quite hear what you said.

May I know who is calling, please?

Could you say that again a bit slowly?

Won't you get me some water?

What kind of an account would you like to open?

When the number is called for, you will get cash.

Where can I get a withdrawal form?

What are you all doing there?

Should I always attend the bank at all transactions?

How much do I have to deposit to open a savings account?

When should I return these applications?

You will have to deposit at least a hundred rupees.

We are always at your service.

You will have to be introduced by someone who has an account here.

You had to get signatures of two government employers as guarantee us.

Write the amount in words and figures

Can you take this and give me a token, sir?

You must maintain a balance of at least one thousand rupees.

You can open the account with a minimum initial deposit of Rs. 1000

We shall open an account for you and issue you a passbook as well as cheque book.

May I also come along with you, sir?

Do you consider this important?

How long have you known him?

How long will the meeting go on for?

Think well before you decide.

There was a bit of a rush at the counter.

I don't mind which of them you give me.

I don't mind leading you my scooter.  
She was here a long time ago.  
Can you please make the bill now?  
What would you like to present him?  
Would you be kind enough to pack it up immediately?  
May I know your size?  
What else would you like a buy?  
I want to try this dress.  
It will look very nice on you.  
Which colour would you like?  
Could you please measure my size?  
I don't exactly remember my size.  
My assistant will carry these to your car.  
I won't be able to carry all that.  
Are you sure they are fresh?  
Is there any discount on it?

## 7. BUYING A TELEVISION

- Raju : Hello! Good morning  
Shop Assistant: Good morning sir. What can I do for you?  
Raju : I am looking for a colour television set. What brands do you have ?  
Shop Assistant: We have all leading brands, sir. The models are also the latest ones.  
Raju : What about Onida colour T.V.?  
Shop Assistant: Yes, we do have Onida T.V.s, sir. They are excellent in performance and we do sell a large number of them.  
Raju : What is the price of the T.V. over there. That is a Onida colour T.V., I am sure?  
Shop Assistant: It is sixteen thousand five hundred including all taxes, sir. It is five percent less than the market price here. We give this special discount to our customers because we are the biggest dealers of Onida T.Vs. in this city.  
Raju : I am very happy to hear that. Can your mechanic come and instal it at my place?

Shop Assistant: Don't worry, sir. We shall do everything. Should I get this T.V. packed for you?

Raju : Yes. Pack it for me. I shall pay the amount.

## STUDY MATERIAL

Let us pass our time in the park.

You have no excuse for being late.

I have much work to do on Sundays.

I will wait here until you come.

The train departed at 4 o'clock.

I am sorry to hear of your failure

Please speak to the authority concerned.

Send your reply by return of post.

Will you allow me to take you to the doctor.

May I help you carry to the box for you?

You need not tell me all this.

If you take tea I shall also take.

He has no lust for money.

I am going to have my hair cut.

Mr. Raju is my teacher of physics.

All my friends are very helpful.

He is very miserly.

I have read three - fifths of this book.

Our exams starts on Monday next.

What is the price of this pen?

He made a blunder.

I asked her why she was late.

Oral orders will not be obeyed.

He got his daughter married.

Consult dictionary for knowing the meaning of this word.

You have a chance of winning.

He confessed that he had committed the murder.

I had a bad dream last night.

I have something to ask you.

I have used it and liked it very much.

You can pay at the cash counter over there.  
Can I give you some other brand instead?  
Can I see the book?  
See them yourself  
Haven't you got a still smaller one?  
This will do for me  
It doesn't work properly.  
Can't you change the piece or refund the money?  
When should I come back?  
I bought it last week from your shop.  
I assure you next time when you come, you will get this brand in our shop.  
Show me the same variety in different shades.  
He purchased a radio just last month from us.  
My friend Raju, recommended your shop to me  
This is a lame excuse for over changing.  
I won't pay even one rupee extra.  
Which variety should I show?  
I have come to buy a soap.  
I am making only two rupees on one piece.  
Don't buy on credit.  
Change a reasonable price for this blanket.  
Would you care to come at the time?  
How many do you want?  
How much do you want?  
Would you mind if I come along with you?  
What is the price of this pack?  
I have a list things which I need.  
I shall note down the items you need.  
That will be rupees six only.  
Give me the cash receipt.  
How many kilograms do you want?  
Have you got Lux soaps?  
Do you have Trilo washing soap?  
Could you please give me six cakes of Dove soap?  
May I pack all the items in a cardboard box?

How much do I have to pay now?  
 I shall pay only rupees Ten per kilogram.  
 Which cigarettes do you want?  
 Do you want any betel leaves?  
 Have you packed everything properly?  
 Do you need an advance for it ?  
 On which papers of English do you need books?  
 How much is the total bill?  
 What would you like to have, Limca or Gold spot?

## CONVERSATIONAL ITEMS

**Item No. 1 :-** ఎవరైనా నిన్ను ఆహ్వానించటానికి ఆర్భాటం చేస్తే వారిని ఇలా మృదువుగా మందలించాలి. **you do not make much for me"**

**Item No. 2 :** నీకు ఆతిథ్యం ఇచ్చినవారు ఒక కప్పు టీ లేదా ఇతర పానీయం ఇచ్చిన తర్వాత మరొక కప్పు తీసికోమని ఆఫర్ చేస్తూ **"Would you care of another cup of tea"** లేదా **"Won't you have some more tea?"** అని అడిగితే కావాలని చెప్పటకు **"Yes, please"** అని, అవసరంలేదని చెప్పటకు **"No, thanks"**. అని పలుకవలెను.

గమనిక : పానీయం బదులు ఏదైనా పదార్థం ముక్క గురించి చెప్పటకు cup of tea స్థానంలో **"piece of cake"** ని ఉపయోగించవచ్చును.

**Item No. 3 :-** ఎవరైనా ఒక సిగరెట్ త్రాగమని ఆఫర్ చేస్తే, దానిని తీసికొని **"Thanks"** అని చెప్పాలి త్రాగే ఉద్దేశ్యం లేకపోతే **"No thanks I have just had one"** త్రాగే అలవాటు లేకపోతే **"No, thanks."** అని సున్నితంగా తిరస్కరించాలి.

**Item No. 4 :-** మర్యాద నివ్వడం మంచి ఫలితాలకు రాచబాట, ఖర్చులేకుండా లాభాన్నిచ్చే 'మర్యాద'ను మనసులో ఉంచుకొని మెలగడం ఉత్తమం.

**Degree of Politeness :** దిగువ మర్యాదను సూచించు పద్ధతులు ఒక వరుస క్రమంలో ఇవ్వబడినవి. మొదటిది తక్కువ మర్యాద నిచ్చేది. సంఖ్య పెరిగే కొలది క్రమంగా మర్యాద కూడా పెరుగుతుంది.

1. Lend me fifty rupees.
2. **Will you** lend me fifty rupees?
3. **Can you** lend me fifty rupees?

4. **Would you** lend me fifty rupees?
5. **Could you** lend me fifty rupees?
6. **I wonder if you could** lend me fifty rupees.
7. **Would you mind** lending me fifty rupees. **(Please)?**
8. **I'd be very (extremely) grateful if you could** lend me fifty rupees.

పై వాక్యములకు అంగీకారము తెలుపుటకు :- Sure, of course, By all means, I'd be glad to వంటి మాటలు, వ్యతిరేకతను తెలుపుటకు I'am sorry, but... I really can't because ..... I'd like to help you , వంటి మాటలు ఉపయోగించవచ్చును.

**సాధారణ Polilt Request : Would you please** lend me fifty rupees?

**Item No. 5 :-** బజారుకి వెళ్ళినపుడు స్నేహితుడు కలిసి డబ్బు అడిగే విధానం ఎలా ఉంటుందో చూడండి.

**Have you any money on?**

Yes, how much do you want (need)?

**(Just), fifty rupees would do.**

Take it. Don't hesistate if you want more.

**No, No, This is enough, thanks.**

**Item No. 6 :-** నీవు పొరపాటుగా ఎవరి కాలినైనా త్రొక్కిననూ, లేదా ఎవరి మీదనైనా పడిననూ ఇలా చెప్పాలి : **I am very sorry, I hope I didn't hurt.**

**Item No. 7 :-** ఎవరైనా మీకు కుర్చీవేసి కూర్చోనమన్న తర్వాత - వారు సౌఖ్యంగా ఉన్నారా అని, **"Are you quite comfortable in that chair?"** ఇలా అడిగితే, అది సౌఖ్యంగా ఉన్ననూ లేకున్ననూ సభ్యత కోసమైనా **"Oh, Yes. Very comfortable, thank you"** అని చెప్పాలి.

**Item No. 8 :-** టీ లేదా ఇతర పానీయము ఎవరైనా ఇచ్చినపుడు వారు అందులో పంచదార సరిపడా ఉన్నదా అని అడుగుటకు **How is your tea ?** లేదా **Is your tea sweet enough?** అని పలికితే దానికి మీరు **Fine, thank you** లేదా **yes, thank you** అని బదులివ్వాలి.

**Item No. 9 :-** మీ మిత్రుడు చాలా కాలం కనిపించకుండా ఉండి ఎదురైతే ఈ విధంగా పలుకరించాలి. **"Where have you been all these days?"**

**Item No. 10 :-** మీ మిత్రుడిని నిర్ణీత సమయానికి కలువలేకపోతే క్షమించమని ఇలా చెప్పండి. **"Excuse me, I regret my inability to turn up at the station to meet you. Think you won't mind"**

**Item No. 11 :-** A village goes to a town, He wants to buy a post card. He asks someone. Tell me the way to the post office' How is he to put it in a polite way.

**Excuse me, would you mind telling me the way to the post office.**

**Item No. 12. :-** You go to a bus station. You want intomation about a bus to Hyderabad in the early morning. How do you ask for it ?

**Excuse me, could you tell me, if there is an express bus to Hyderabad in the early hours?"**

**Item No. 13 :-** You are in need of some dictionarles. You want information from a bookshop if they are available. How do you ask for it ?

**"I would like to know if the Annapurna Medium Dictionary is available with you"**

**Item No. 14 :** Ask politely the clerk at the booking window what time the next bus for Adilabad leaves.

**Item No. 15 :-** How will you write to the Headmaster seeking his permission to leave ten minutes early in the afternoon? (You want to catch the last bus to your village)

**Please permit me to leave ten minutes earlier as I have to catch the last bus to my village.**

**Item No. 16 : -** You reach the Railway Station. The train is about to start. Ask the booking clerk to issue a ticket urgently. How do you ask?

**"Exceuse me sir, Would you be kind enough to issue a ticket to Hyderabad urgently as the train is about to start in a few minutes?"**

**Item No. 17 : -** You are in need of a job. You go to the manager of a factory. How do you ask him if there is any vacancy?

**"I would be obliged if you can let me know if thre is any vacancy for a job in your factory"**

**Item No. 18 : -** You feel that the weather is very hot. You want to confirm it with your neighbour. What do you say?

**Item No. 19 :-** You think your friend is about to go to Madras. You want to know correct information. What do you say to him?

**"You are going to Madras tomorrow, aren't you?"**

**Item No. 20 :** You have not brought your compass box. You have to do a sum. You want to ask the boy on the next bench. How do you ask for it?

**You haven't the compass box with you, have you ?**

**Item No. 21: -** Raju has invited you to party. He wants to know whether you will be in town for the day. How does he say to you?

**"You are staying in the town, aren't you?"**

**Item No. 22 : -** One student to another. "Would you like to join us to sweep the road in the slum area?" Write sentence expressing your inability to join.

**"I would like very much to join but I have no time to spare for the next two days.**

**Item No. 23 : -** Your friend asked you to help him in Mathematics. But you refuse his request. Make it a polite refusal.

**"I would like to help you but I'm busy with my record work"**

**Item No. 24 : -** Ramu requests Raju to lend him some money. But Raju has no ready money. How does he say it politely?

**"I would like to, but I've no ready money"**

**Item No. 25:-** Venu says to Raju : "Won't you post this letter for me?" Raju Politely refuses it. But how does he say it?

**I would like to help you, but I can't, because, I am going home urgently"**

**Item No. 26 : -** How will you refuses your neighbour's request for borrowing your new bicycle?

**I'am sorry. I'll not be feeling like lending a new bicycle to others.**

**Item No. 27 :** - Your aunt asks you. "Will you join us for dinner?" How would you politely refuse her invitation?

**I am very glad to stay but I have class at school, kindly excuse me.**

**Item No. 28:-** You are on your way to school in a bus. You want to see the newspaper a fellow-passenger has. How do you ask him for it?

**Sir, Would you mind if I have the newspaper for a minute?**

**Item No. 29:-** Suggest politely to the man sitting near you in a bus not to read the newspaper aloud.

**If I were you, I would not read the newspaper aloud as it disturbs you.**

**Item No. 30 :-** Girl told her elder brother "Do your homework". Rewrite the sentences as a polite suggestion.

**Why don't you do your home work ?**

**Item No. 31 :** The salesman to a customer: "Buy these socks." Rewrite the above.

**"You can buy these socks if you like".**

**Item No. 32 :-** Boy to a gentleman : "Donate money to an orphanage". Express it in the form of a polite suggestion :

**"Would you kindly think of donating money to an orphanage".**

**Item No. 33:-** You tell your friend : "Apologize to the teacher". Rewrite the sentence as a polite suggestion:

**"If I were you, I would apologize to the teacher"**

**Item No. 34 :-** Vinod spoke rudely to his teacher. Ramesh advises him to apologize to the teacher. How does he make this suggestion to him?

**"Will it not be right if you apologize to the teacher!"**

**Item No. 35 :-** A boy says to his old uncle who is ill :

**"Go and see a doctor".** This seems to be a rude command. Make it a polite suggestion.

**"I wonder you might see a doctor urgently"**

## HAVE TO ప్రయోగము

"Haveto" ని Obligation (విధి, బాధ్యత, కర్తవ్యము)ను గుర్తుచేయుటకు, Habits (అలవాట్లు)ను తెలుపుటకు. Necessity (అవసరము) ని తెలుపుటకు ఉపయోగిస్తారు.

నిర్మాణం : (Subject + have రూపం + to + Imperative Sentence)

Examples (ఉదాహరణలు) :

1. Past Tense : He had to clean the house yesterday  
అతడు నిన్న ఇంటిని శుభ్రపరచి ఉండాల్సింది.  
b) Present tense : He has to clean the house today  
అతడు నిన్న ఇంటిని శుభ్రపరచి ఉండాల్సింది.  
c) Future Tense : He will have to clean the house tomorrow.  
అతడు రేపు ఇంటిని శుభ్రపరచవలసి ఉన్నది.
2. (a) Past Tense : You had to finish the exercise last week.  
నీవు గతవారం అభ్యాసమును పూర్తిచేసి ఉండాల్సింది.  
b) Present tense : You have to finish the exercise now  
నీవు ఇప్పుడు అభ్యాసమును పూర్తి చేయాలి.  
c) Future Tense : You will have to finish the exercise soon.  
నీవు త్వరలో అభ్యాసమును పూర్తి చేయవలసియున్నది.

క్రింది వాక్యములను అధ్యయనం చేయండి.

1. She has to to the work again today.
2. I have to visit someone now.
3. I have to send him an answer to his letter today.
4. You will have to hurry if you want to catch the train.
5. How long has he to stay in hospital?
6. You had to change your wet clothes for dry once.
7. You have to go there at once.
8. He has to write a letter now.
9. When has she to do the work again?
10. You have to sent some money to him now.
11. Do you have to go so soon?
12. I don't want to do this, but I have to

## CAUSATIVE USAGES

ఒక పని తాను స్వయంగా చేయలేనపుడు, ఇతరుల చేత ఆ పనిని చేయించుటను "Causative form" గా చెప్పవచ్చును.

Examples : Raju wrote a letter (రాజు ఉత్తరము వ్రాశాడు)

Raju got (లేదా had) a letter written.)

రాజు ఉత్తరమును వ్రాయించెను.

**వివరణ :** పై వాక్యములో రాజు ఉత్తరమును స్వయంగా వ్రాశాడు. కనుక ఇది Normal form (సాధారణ రూపం). కాని క్రింది వాక్యములో రాజు ఉత్తరమును స్వయంగా వ్రాయలేదు. తనకు చదువు లేక పోవుట వలన గాని లేదా తీరిక లేక పోవుట వలన గాని ఉత్తరమును ఇతరుల చేత వ్రాయించుకున్నాడు. ఇలా ఇతరుల చేత పని చేయించుకొనుటకు "Causative Usage" అంటారు.

S.No. Normal Form	Causative form
1. I write a letter నేను ఉత్తరం వ్రాస్తాను	I get a letter written నేను ఉత్తరమును వ్రాయిస్తాను.
2. I wrote a letter నేను ఉత్తరము వ్రాశాను.	I got a letter written నేను ఉత్తరమును వ్రాయించాను.
3. I am writing a letter నేను ఉత్తరమును వ్రాస్తున్నాను.	I am getting a letter written నేను ఉత్తరమును వ్రాయిస్తున్నాను.
4. I have written a letter నేను ఉత్తరము వ్రాసి యుంటిని	I have got a letter written నేను ఉత్తరమును వ్రాయించి యుంటిని
5. I have been writing a letter నేను ఉత్తరమును వ్రాస్తూయున్నాను	I have been getting a letter written నేను ఉత్తరమును వ్రాయిస్తూ యున్నాను.
6. I shall write a letter నేను ఉత్తరమును వ్రాస్తాను	I shall get a letter written నేను ఉత్తరమును వ్రాయిస్తాను
7. I can write a letter నేను ఉత్తరమును వ్రాయగలను	I can get a letter written నేను ఉత్తరము వ్రాయించగలను.

గమనికలు : 1. causative Usage (లో Have లేదా get రూపాలు Causative Verb ఉన్నప్పుడు క్రియ Past Participle రూపంలో ఉంటుంది.

Example : Get your eyes tested (నీ కళ్ళు పరీక్ష చేయించుకో)

2. Normal form లో Main Verb ఏ tense లో ఉంటుందో Cauative form లో Causative verb ఇదే tense లో ఉంటుంది. Past Participle విషయంలో Past tense ని వ్రాయాల్సి ఉంటుంది. వివరాలకు దిగువ పట్టికను చూడండి.

S.No.	Normal form లోని Main Verb	Causative form లోని Causative verb
1.	<b>Present</b> Write	<b>1. Present</b> get
2.	<b>Past</b> Wrote	<b>2. Past</b> got
3.	<b>Present Participle</b> Writing	<b>3. Present Participle</b> getting
4.	<b>Past Participle</b> Written	<b>4. Past</b> got.

3. Normal రూపంలో ఉన్న Auxiliary verbs ఏ స్థానంలో ఉంటాయో, Casuative form లో కూడా అదే స్థానంలో ఎలాంటి మార్పులు లేకుండా ఉంటాయి.

**Examples :**

1. I **am** writing a letter I **am** getting a letter written.
2. I **have been** writing a letter I **have been** getting a letter written
3. I **Shall** write a letter I **Shall** get a letter written
4. Causative form లో Main verb స్థానంలో Casuative verb వస్తుంది. Main verb చివరకు అనగా Object ప్రక్కకు వెళ్ళిపోతుంది.

Examples : I shall write a letter I shall get a letter written  
నేను తెలియచేయు నేను తెలియచేయబడును.

ప్రధానమైన Causative verbs : Get, Have, Help, Make.

దిగువ కొన్ని క్రియల సాధారణ. Causative రూపాలను ఇవ్వడమైనది.

Normal	Causative	Normal	Causative
Become ఆగు	Make చేయు	Lie పరుండు	lay పరుండబెట్టి
drink త్రాగు	drench త్రాగించు	remember గుర్తుంచుకొను	remind గుర్తుచేయు
eat తిను	feed,పోషించు	rise లేచు	raise, లేపు
fall పడు	fell పడవేయు	see చూచు	show చూపు
fare	ferry	sink	soak
దాటు, చేయు	దాటించు ముంచు	మునుగు	నానవేయు
know	inform	sit.	seat
తెలుసుకొను	తెలియచేయు	కూర్చొను	కూర్చుండబెట్టు

Normal మరియు Causative అర్థము గల కొన్ని Verbs :

- |                                  |                              |
|----------------------------------|------------------------------|
| 1. boil = మరుగు, మరిగించు        | 5. build = కట్టు, కట్టించు   |
| 2. fly = ఎగురు, ఎగరవేయు          | 6. plant = నాటు, నాటించు     |
| 3. run = పరుగెత్తు, పరుగెత్తించు | 7. Walk = నడుచు, నడిపించు    |
| 4. turn = మారు, మార్చు           | 8. dig = త్రవ్వు, త్రవ్వించు |

గమనిక : 1. Causative Verbs గా help, make ఉన్నప్పుడు Active Voice లో Infinitive తో ఉండవు. కాని Passive Voice లో help, make ల తర్వాత Infinitive (to) వస్తుంది.

ACTIVE VOICE	PASSIVE VOICE
I make him understand నేను అతడు అర్థం చేసుకునేటట్లు చేస్తాను	He was made to understand అతడు అర్థం చేసుకునేటట్లు చేయబడ్డాడు.
I helped him solve th problem అతడు లెక్కను సాల్వ్ చేయునట్లు చేశాను	He was helped to solve the problem అతడు లెక్క సాల్వ్ చేయుటకు సహాయం చేయబడ్డాడు.

గమనిక 2 : అకర్మక క్రియల (intransitive verbs) తో తప్పనిసరిగా In finitive రూపాన్ని ఉపయోగించాలి. అయితే Have, make లతో "to" ని తొలగించాలి. Cause, get లకు "to" ని ఉంచాలి.

సకర్మక క్రియలతో Infinitive ని గాని, Past Participle ని గాని ఉపయోగించవచ్చు.

**Examples :**

The teacher made me stand in the corner  
టీచరు గారు నన్ను మూలన నిలబడేటట్లు చేశారు.  
I got the baby to sleep in the cradle  
ఊయలలో బిడ్డను నిద్రపోయేలా చేశాను

**Study చేయవలసిన వాక్యముల జాబితా**  
**1. Causative use of "GET"**

Get your hair cut. నీ క్రాపు చేయించుకో

Get your nails pared. నీ గోర్లు కత్తిరించుకో

Get your wife prepare tea for him అతనికి నీ భార్యచే టీ తయారు చేయించు  
 Get your letters written. నీ ఉత్తరాలు వ్రాయించుకో  
 Get him to stop smoking in the bus, can you.  
 బస్సులో పొగ త్రాగడం ఆపుచేయించు సరేనా?  
 Get me a nice suit tailored for me. నా కోసం మంచి సూటు కుట్టించు.  
 Get her posted in a school nearby. ఆమెను దగ్గరలోని స్కూలులో పోస్టు చేయించు.  
 Get him photographed by a good photographer  
 మంచి ఫోటోగ్రాఫర్ తో ఫోటో తీయించుకో.  
 Get these papers singed by the principal  
 ఈ పేపర్స్ పై ప్రెసిసిపాల్ చేత సంతకం చేయించుకో  
 Get this book published at an early date.  
 పుస్తకాన్ని తొందలో పబ్లిష్ చేయించుకో.  
 Get this book printed at once. ఈ పుస్తకాన్ని వెంటనే ప్రింట్ చేయించుకో.  
 Get this luggage sent to the station ఈ లగేజి స్టేషన్ కు పంపించుము  
 He gets his haircut very month. అతడు ప్రతినెల క్రాపు చేయించుకుంటాడు.  
 He gets his work done by his servant.  
 అతడు తన పనిని తన పనివాని చేత చేయించుకున్నాడు.  
 We get our wages on the fifth day of the month.  
 5వ తేదీన మన జీతాలు పొందుదాము.  
 Let us get some of our money exchanged for dollars.  
 మనం కొంత డబ్బును డాలర్లలోనికి మార్పించుకుందాము.  
 I want to get my son admitted to some good college.  
 నా కుమారుడు ఒక మంచి కాలేజీలో చేర్పించాలను కుంటున్నాను.  
 I want to get the house painted before winter.  
 నేను చలికాలానికి ముందే ఇంటికి రంగు వేయించు కోగోరుతున్నాను.  
 Why don't you get these books bound.  
 నీవు ఈ పుస్తకాలను ఎందుకు బైండు చేయించుకోవు?  
 Can you get him to come? అతనిని వచ్చునట్లు నీవు చేయగలవా?  
 I am getting the plates cleaned. నేను ప్లేట్లను శుభ్రం చేయించుకుంటున్నాను.  
 Ramya got her mother's wedding dress altered so that it fit perfectly.  
 రమ్య తన తల్లి పెండ్లి దుస్తులను తనకు బాగుగా సరిపడటానికి తిరిగి కుట్టించుకున్నది.

Ravi got me recommended for this post.

రవి నన్ను ఈ పోస్టుకు రికమెండు చేయించాడు.

Suman got this news broadcast over the radio

ఈ వార్తను సుమన్ రేడియో ద్వారా ప్రసారం చేయించాడు.

Usman got his clothes washed from a washerman

ఉస్మాన్ తన బట్టల్ని ఒక రజకునిచే శుభ్రం చేయించుకున్నాడు.

I got him to sign the bond.

నేను అతనిచే బాండు మీద సంతకం చేయునట్లు చేసితిని.

I shall get you to study further.

నేను నిన్ను చదువునట్లు చేయుదును.

I shall get them working for hours.

నేను వారిని గంటల కొద్ది పనిచేయించుకున్నాను.

Will you get these copies typed by your clerk?

నీవు నీ క్లర్క్ చేత ఈ కాపీలను టైప్ చేయించుకుంటావా?

## 2. Causative use of "HAVE"

Have somebody dicatate the sentence to you.

ఎవరిచేతనన్నా వాక్యాన్ని నీకు డిక్టేట్ చేయించుకో

Have my scooter washed for me. నా స్కూటర్ను కడుగు.

Have the cheque cashed today. ఈ రోజు చెక్కు సొమ్ము చేయించు

Have the coffee brought to me on a tray (ట్రేపైన నాకు కాఫీ తీసుకురాబడిందా?)

Have the trousers lengthened by the tailor

టైలర్ చేత లాగుల్ని పొడుగు చేయించుకున్నావా?

Have my shoes mended by the cobbler

నీ చెప్పులు కోబ్లర్ చేత బాగు చేయించావా?

Have these chepples polished for me నా కోసం చెప్పులుపాలిష్ చేయించావా?

Have you got your nails pared? నీవు నీ గోళ్ళు సరిచేయించుకున్నావా?

We are having our house decorated soon.

మేము త్వరలోనే మా ఇంటిని అలంకరింప చేసుకుంటాము.

I am going to have my haircut. నేను క్రాపు చేయించుకోవడానికి వెళ్ళుచున్నాను.

I am having my car serviced (I am responsible for causing) someone to do the job నేను కారును సర్వీసు చేయిస్తున్నాను.

I am having her taught English నేను ఆమెకు ఇంగ్లీషు చెప్పిస్తున్నాను.

Students have their photographs taken విద్యార్థులు ఫోటోలు తీయించుకోవాలి.

He has his name chosen for the team.

అతడు టీములోకి ఎంపిక చేయించుకోవాలి

I have just had my car repaired నేను ఇప్పుడే కారు రిపేరు చేయించుకున్నాను.

I had my hair cut. నేను క్రాపు చేయించుకున్నాను.

I had my shoes cleaned. నేను బూట్లు శుభ్రం చేయించుకున్నాను

We had our house decorated last year.

మేము గత సంవత్సరం మా ఇంటి గేటుకు రంగు వేయించుకున్నాము.

I had the gate of my house painted last week.

మేము మా ఇంటికి వెల్ల వేయించుకున్నాము.

We had our house white - washed. మేము మా ఇంటికి వెల్ల వేయించుకున్నాము.

I had a tooth out this morning. ఈ ఉదయం నేను పన్ను పీకించుకున్నాను.

I had a house built (I had built a house past perfect)

నేను ఇల్లు కట్టించుకున్నాను.

They had their house painted. వారు యింటికి రంగు వేయించుకున్నారు.

I shall have you speaking English in 6 months.

నేను నిన్ను 6 నెలలలో ఇంగ్లీషు మాట్లాడేటట్లు చేస్తాను.

When will you have this room white-washed?

నీవు ఎప్పుడు ఈ గదికి వెల్ల వేయించుకుంటావు?

I shall have your food cooked by my daughter

నా కుమార్తె చేత నీకు అన్నం వండిస్తాను.

We will be having our house decorated next year.

వచ్చే ఏడాది మేము మా ఇంటిని అందంగా తీర్చి దిద్దుచుకోబోతున్నాము.

We may be having our house decorated soon.

మేము త్వరలోనే మా ఇంటిని అందంగా తీర్చి దిద్దుచుకోబోతున్నాము.

You must have your haircut. నీవు తప్పక క్రాపు చేయించుకో

You must have your house white-washed మీ ఇంటికి తప్పక వెల్ల వేయించు.

We must have our passports renewed by the authority.  
అధికారుల చేత మన పాస్‌పోర్టుని తప్పక రెన్యూవల్ చేయించుకోవాలి.

### 3. Causative use of "MAKE"

Make the guests wash their hands. అతిథులచే చేతులు కడిగించు

Father makes me swallow a bitter tonic every morning.

నాన్న ప్రతిరోజు నా చేత చేదు టానిక్‌ని త్రాగిస్తాడు.

Who makes this car move? (It is driven by petrol)

ఈ కారు ఎవరి / దేనితో నడుస్తుంది.

I made him laugh. నేను అతడిని నవ్వించాను.

They make him pay his taxes. వారు అతని చేత పన్నులు కట్టించారు.

We made him put out the lamp. అతనిచేత మేము లైటు ఆర్పించాము.

He made me swallow the bitter pill అతడు నా చేత చేదు బిళ్ల మింగించాడు.

I made him run fast so that he might not mis the train

రైలు తప్పిపోకుండా ఉండటానికి గాను అతడిని వేగంగా పరిగెత్తించాను.

The teacher made me stand in the corner

టీచరు నన్ను మూలన నిలబడేటట్లు చేశారు.

She made the baby take a nap. ఆమె పాపను నిద్రపుచ్చింది.

His mother made him take his mediciane.

అతడిని మందు తీసుకునేలా అతని తల్లిచేసింది.

He made her weep. నేను ఆమెను ఏడ్పించాను.

I made the machine work నేను యంత్రాన్ని పనిచేయించాను

who made you understand this point?

ఈ విషయం అర్థం అయ్యేలా నీకు ఎవరు చెప్తారు?

### 4. Causative use of "HELP"

Help him to read this letter ఈ ఉత్తరం అతని చేత వ్రాయించు.

Help the blindman cross the road గుడ్డివాడిని రోడ్డు దాటించు.

Help me finish this work in time. ఈ పని నాతో సకాలంలో పూర్తి చేయించు.

Help the guests take their seats. అతిధుల్ని సీట్లలో కూర్చోబెట్టు.

Help the guests wash their hands

అతిధులు చేతులు కడుగుకొనుటకు సహాయపడు.

He is helping me (to) type my paper అతడు నా చే పేపరుని టైప్ చేయిస్తున్నాడు.

I helped him solve this problem. లెక్క చేయుటలో అతనికి సాయం చేశాను.

This book should help you (to) understand the lecture

ఉపన్యాసం అర్థం చేసుకోవడానికి నీకు ఈ పుస్తకం సహకరిస్తుంది.

Raju said that he would help us (to) find the place.

మనకు స్థలాన్ని కనుగొనుటకు రాజు సహాయపడతానని చెప్పాడు.

Don't you help Cachother (to) study for tests?

మీ ఇద్దరు పరీక్షలకు తయారగుటకు ఒకరినొకరు సహకరించుకోరా?

## 5. Causative use of "CAUSE, KEEP, LET, URGE

I caused him to hold his tongue అతడి నోరును మూయించాను.

He caused me to drop my suitcase అతడు నా సూట్కేసును పడేలా చేశాడు.

He caused the luggage to be sent to the station.

అతడు లగేజీ స్టేషనుకు పంపించాడు.

The fatigue caused him go sleep soundly.

అలసట అతడిని గాఢంగా నిద్రపోయేటట్లు చేసింది.

I let him use my suitcase. నేను అతడిని నా సూట్కేసును వాడుకోనిచ్చాను.

His mother let him go to school అతడి తల్లి అతనిని స్కూలుకు వెళ్ళనిచ్చింది.

I am letting this machine cool. నేను ఈ యంత్రాన్ని చల్లబరిపిస్తున్నాను.

When I was learning to drive, my dad let me use his car

నేను డ్రైవింగ్ నేర్చుకుంటున్నప్పుడు, మా తండ్రి తన కారును వాడుకోనిచ్చాడు.

Would you let us borrow your notes? నీ నోట్సును నన్ను వాడుకోనిస్తావా?

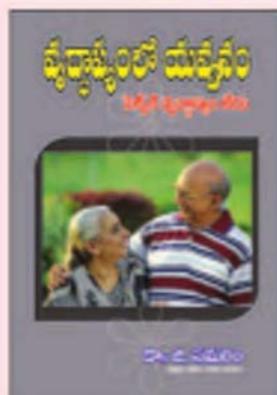
He kept me waiting outside for half an hour.

నన్ను బయట గంట సేపు అతడు వేచి ఉండేలా చేశాడు.

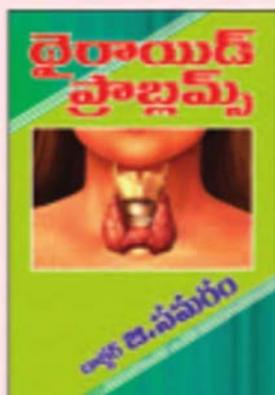
He urged me to start a business అతడు నన్ను వ్యాపారం ప్రారంభింప చేశాడు.



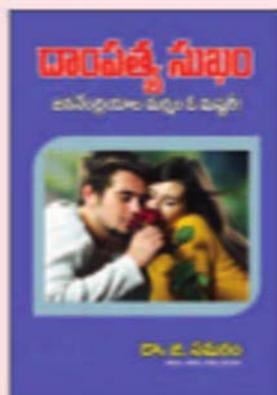
# డా॥ నమరం గారి రచనలు



Rs. 35/-

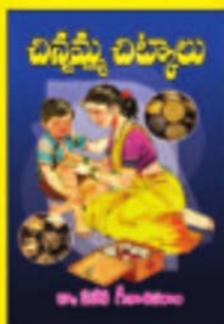


Rs. 40/-

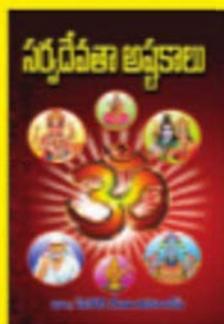


Rs.30/-

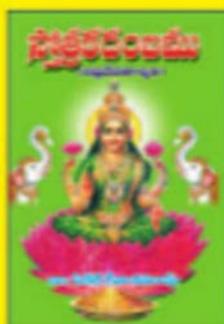
# డా॥ షకేతి గీతా-శవరం గారి రచనలు



Rs.95/-



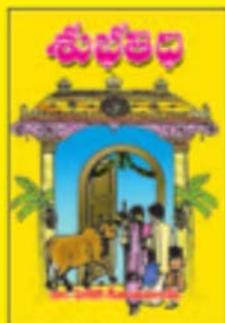
Rs.50/-



Rs.100/-



Rs. 100/-



Rs. 80/-



Rs. 50/-



Rs. 50/-

