

HOW TO FIX GRAMMAR MISTAKES

Group: ShT-35

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What is grammar?

Grammar is the study of words, how they are used in sentences, and how they change in different situations.



The study of a language: how it works, and everything about it. This is *background research on language*.



The study of sentence structure. Rules and examples show how the language should be used. This is a *correct usage grammar*, as in a textbook or manual/guide.

3 additional explanation according to the Ancient Greeks craft letters:



The system which people learn as they grow up. This is the *native-speaker's grammar*.

Common grammar errors:

Wrong choice of words – common errors here include affect/effect, aloud/allowed, break/brake.

Lack of clarity – often caused by putting too many things in one sentence.

Passive voice – keep the subject of the sentence active.

Incorrect capitalisation – capitalise all names, titles, places, nationalities, etc.

Missing words – writers are their own worst proofreaders.

Misusing commas. Use commas for lists and for clarity in longer sentences.



If you don't feel confident about grammar, punctuation and spelling, you should keep your own reference list of the things you have problems with (and the correct versions). We all tend to have weaknesses in certain areas. Identifying yours and remedying them with a personal "ready reference" will be immensely helpful.

Exercise 1. Correct the mistakes

The aim: To explain students various mistakes through rules.

- 1. We are only five on our team.
- 2. I would rather to work from home than come to the office.
- 3. We're used to have a lot of work to do, so meeting the deadline won't be a problem.
- 4. My client sent me an email but I haven't replied her yet.
- 5. Maybe I'm going to finish this today.

Answers and Explanations

1. ~~We are only five~~ There are five of us on our team.

We say there are five of us, there are seven of them, there are three of you, etc. We don't normally say ~~We are five, they are seven~~, etc.

2. I would rather ~~to~~ work from home than come to the office.

After rather, we use the base form of the verb (I'd rather go/work/eat/see, etc.).

3. We're used to ~~have~~ having a lot of work to do, so meeting the deadline won't be a problem.

To talk about something that someone is accustomed to doing, we use the following formula:

Subject + verb to be + used to + gerund

4. My client sent me an email but I haven't replied ~~her~~ yet.

We use reply without an object or followed by "to" + what/who we are replying to.

Examples:

I received an invitation from John, but I haven't replied yet.

~~I received an invitation from John, but I haven't replied him yet.~~

Note that the same rule applies to the verb respond.

5. ~~Maybe I'm going to~~ I might finish this today.

We don't use ~~Maybe + subject + I'm going to~~ to communicate a future possibility. Instead, we use might and the base form of the verb.

Note that we can also use Maybe + subject + will + base form to communicate a future possibility that the speaker is thinking about at the moment of speaking. Maybe I'll watch the game tonight, for example.

Exercise 2. Reviewing the Conditional form

Actuality of this exercise/activity: The conditional form in English is a confusing structure for ESL students.

The aim of the exercise/activity:
to review and to fix conditional forms.

- Plan:*
- 1) The teacher writes the first or second part of a sentence.
 - 2) Students individually have to suggest the first or second half(depend on task).

Task:

1. If _____,
_____, I will live in New York City.
2. If a lawyer reads the document, _____
_____.
3. If _____,
you would have to register by
31 March.
4. If you come this way, _____
_____.
5. If I were fluent right now, _____.

Possible answers:

1. If I work in the United States in fifteen years, I will live in New York City.
2. If a lawyer reads the document, we will see if we've missed anything important.
3. If you decided to take the exam, you would have to register by 31 March.
4. If you come this way, the manager will see you now.
5. If I were fluent right now, I would write a bestselling novel.

References:

- ❖ laurabassi.it
- ❖ ebooks4writers.com
- ❖ busyteacher.org
- ❖ simple.wikipedia.org