

2nd Edition

By:

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ACKNOWLEDGMENTS

1st Edition

With the blessing of the Almighty God, I have finally completed this manuscript and it has become a handbook in order to be used during my teaching process. In writing this handbook, I have come across many difficulties in collecting the materials and arranging them to be a presentable handbook, but Thanks God, I got useful information from many people who concerned to my progression in the future.

I realize that this handout is far from being perfect because of the limited knowledge and experiences though I have attempted to complete it based on all the materials and information.

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Finally, I expect criticism and suggestions from the readers and hopes that this handout will be beneficial, useful, and valuable for the readers in general and for those who are interested in English.

Bandung, January 2000



Susena Setya Yudha, S.S.

ACKNOWLEDGMENTS

2nd Edition

It's been 2 years since the releasing of *General English - Theory & Practice for Elementary, Intermediate, and Advanced*, and time goes on together with the need of material revised of this hand out.

The hand out of *General English* was collected since the author becoming the tutor since 1997, then regarding to the initiative of some friends, he tried to collect the content of this hand out based on his tutorial experiences.

2nd Edition is made in order to complete some materials and maximize the practicing for intermediate & advanced learners.

Therefore, the author hoped that this revised edition have the benefits for beginner learners or advanced.

Bandung, January 2002



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NOUN

A. Material

1. Proper Noun

Proper noun is a noun that begins with a capital letter in writing. It includes:

- Personal name (Mr. Joe Lee, Mr. Russel, Mr. Eddy Lukman, etc)
- Name of geographic units (Bandung City, Gunung Papandayan, etc)
- Name of nationality and Religion (Indonesian, Holland, Moslem, etc)
- Name of holiday (Easter, Idul Fitri, Halloween, etc)
- Name of time unit (Saturday, January, etc)
- Words used for personification (Liberty, Nature, etc)

Note: As opposed to proper noun are classified as common noun.

2. Concrete and Abstract Noun

- Concrete noun is a word for a physic object that can be perceived by the sense (flower, girl, etc)
- Abstract noun is a word for describing a concept and it is an idea that exist in our minds only (beauty, justice, mankind, etc)

3. Countable and Uncountable Noun

• Countable Noun

A count noun is one that can be counted

- book : one book, two books, three books,...
- student : one student, two students, three students,...
- person : one person, two people, three people,...

• Uncountable Noun

An uncountable noun is one that can not be counted

- milk : a glass of milk instead of one milk
- sugar : a jar of sugar instead of one sugar
- ink : a bottle of ink instead of one ink

- Below are some determiners which can be used to practice the usage of countable or uncountable nouns.

Countable Noun	Uncountable Noun
a, an, the, some, any	The, some, any
this, that, these, those	This, that
none, one, two, three	None
many	Much
a lot of	A lot of
a large number of	A large amount of
a great number of	
a few, few	a little, little
fewer...than	less...than
more...than	more...than

- Below are some uncountable nouns for your reference
sand, soap, physic, mathematics, news, mumps, air, politics, measles, information, meat, homework, food, economics, money

4. Collective Noun

Collective noun is a word for a group of people, animals or objets considered as a single unit.

Audience	faculty	herd	press
committee	family	jury	public
class	flock	majority	team
crew	folk	minority	
crowd	government	nation	
enemy	group	orchestra	

5. Noun Compound

Noun compound is a noun which consist of two or more of nouns

- noun + noun (bathroom, department store, grammar book)
- possessive noun + noun (lady's maid, artist's model)
- adjective + noun (blue print, black bird)
- verb + noun (pick pocket, flash light, dance team)
- noun + verb (handshake, lifeguard)
- gerund + noun (dining room, punching bag, wearing apparel)
- noun + gerund (house cleaning, water skiing)
- preposition + noun (overall, downpour)
- verb + preposition-adverb (breakdown makeup, grown up)
- noun + prepositional phrase (son in law, editor in chief)

B. Practicing

1. Make a sentence from:
 - a. Proper Noun
 - b. Concrete and Abstract Noun
 - c. Countable and Uncountable Noun
 - d. Collective Noun
 - e. Noun Compound
 - noun + noun (bathroom, department store, grammar book)
 - possessive noun + noun (lady's maid, artist's model)
 - adjective + noun (blue print, black bird)
 - verb + noun (pick pocket, flash light, dance team)
 - noun + verb (handshake, lifeguard)
 - gerund + noun (dining room, punching bag, wearing apparel)
 - noun + gerund (house cleaning, water skiing)
 - preposition + noun (overall, downpour)
 - verb + preposition-adverb (breakdown makeup, grown up)
 - noun + prepositional phrase (son in law, editor in chief)

2. Identify the following nouns as count or uncountable nouns according to the usual meaning!

Television	Atmosphere	Food	Cup
Car	Person	Tooth	Money
News	Water	Soap	Hydrogen
Geography	Pencil	Soup	Minute

3. Choose the correct determiners in the following sentences
 - a. He doesn't have (many/much) money.
 - b. I would like (a few/ a little) salt on my vegetables.
 - c. She bought (that/those) card last night.
 - d. There are (less/fewer) students in this room than in the net room.
 - e. There I (too much/too many) bad news on television tonight.
 - f. I do not want (these/this) water.
 - g. This is (too many/too much) information to learn.
 - h. A (few/little) people left early.
 - i. Would you like (less/fewer) coffee than this?
 - j. This jacket costs (too much/too many).

V E R B

A. Material

1. Predicating Verb

Predicating verb is the chief word in the predicate that says something about the subject.

She wrote a letter She is beautiful I remember her
 S V O S V ADJ S V O (pronoun)

2. Transitive and Intransitive Verb

A transitive verb takes a direct object and an intransitive verb doesn't require an object.

He is reading a book He is walking in the park
 S V O S V ADV

Intransitive	Transitive	
to lie	to lay	The book is lying on the table
		He laid the book on the table
to rise	to raise	The sun rise in the east
		The student raised his hand
to sit	to set	Please sit down
		She set the chair in the corner

- Transitive verb only: have, like, need, owe, remember.

3. Reflexive Verb

A reflexive verb is a verb which require one of the compound with **-self**.

Anita is pride herself I wash myself the dress
 S V (RV) S V (RV) O

4. Auxiliary Verb

Auxiliary verb is two or more words may be joined together into a single verb phrase that functions as the full verb of the predicate.

He will open the door
 S AUX V O

He has been opening the door
 S AUX AUX AUX O

He may have been opening the door
 S AUX AUX AUX V O

5. Finite and Non Finite Verb

- A finite verb is a lexical verb with or without auxiliaries that acts as the full verb in the predicate.

I eat banana My father likes a bicycle She joined me to the party
 S FV O S FV O S FV O ADV

- Non finite verb is incomplete verb forms that function as other parts of speech than verbs.

He likes talking to the teacher The boy talking to the teacher is my brother
 S FV NFV Complement S NFV Complement FB O

6. Irregular and regular Verb

- Irregular Verbs

INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
arise	Arose	Arisen	terbit
awake	Awoke	Awoke	bangun
be (am, is, are)	was / were	Been	adalah
beat	beat	Beaten	memukul
become	became	Become	mejadi
begin	began	Begun	mulai
bite	bit	bitten	menggigit
blow	blew	blown	meniup
break	broke	broken	memecahkan
bring	brought	brought	membawa
build	built	Built	membangun, mendirikan
burn	burnt	burnt	membakar
buy	bought	bought	membeli
catch	caught	caught	menangkap

INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
choose	chose	chosen	memilih
come	came	come	datang
cut	cut	cut	memotong
dig	dug	dug	menggali
do	did	done	melakukan
draw	drew	drawn	menggambar
dream	dreamt	dreamt	bermimpi
drink	drank	drunk	minum
drive	drove	driven	mengendarai (mobil)
eat	ate	eaten	makan
fall	fell	fallen	menjatuhkan
find	found	found	menemukan
fly	flew	flown	menerbangkan
forget	forgot	forgotten / forgot	melupakan
forgive	forgave	forgiven	memaafkan
freeze	froze	frozen	mendinginkan
get	got	gotten / got	memperoleh
give	gave	given	memberikan
go	went	gone	pergi
grow	grew	grown	menumbuhkan
have	had	had	mempunyai
hang	hung	hung	menggantung
hear	heard	heard	mendengarkan
hold	held	held	menahan
hide	hid	hidden	bersembunyi
hit	hit	hit	memukul
keep	kept	kept	menjaga
know	knew	known	mengetahui
leave	left	left	meninggalkan
lead	led	led	memimpin
learn	learnt	learnt	belajar
lend	lent	lent	meminjamkan
lose	lost	lost	kehilangan
make	made	make	membuat
meet	met	met	bertemu
pay	paid	paid	membayar
put	put	put	meletakkan
read	read	read	membaca
ride	rode	ridden	mengendarai (motor/kuda)
ring	rang	rung	berdering
run	ran	run	berlari
say	said	said	mengatakan
see	saw	seen	melihat
sell	sold	sold	menjual
send	sent	sent	mengirim
shake	shook	shaken	bergoncang
show	showed	shown	menunjukkan
shrink	shrank	shrunk	mengerut
sing	sang	sung	menyanyi
sit	sat	sat	duduk
Sleep	slept	slept	tidur
Spend	spent	spent	menghabiskan
Speak	spoke	spoken	berbicara
Steal	stole	stolen	mencuri
Swear	swore	sworn	bersumpah
Swim	swam	swum	berenang
Take	took	taken	mengambil
Tear	tore	torn	merobek
Teach	taught	taught	mengajar
Tell	told	told	menceritakan
Think	thought	thought	berpikir
Throw	threw	thrown	membuang
Understand	understood	understood	mengerti
Wear	wore	worn	memakai / mengenakan
Weave	wove	woven	menenun
Withdraw	withdrew	withdrawn	mencabut, menarik balik
write	wrote	written	menulis

- **Regular Verb:** all verbs except on irregular verb, and for V2 & V3 used -ed or -d.

B. Practicing

1. Make sentences (+), (-) and (?) with all tenses above by using verbs:

a. awake	f. catch	k. lead	p. spend	u. think
b. become	g. dig	l. sell	q. take	v. swear
c. begin	h. fall	m. put	r. teach	w. steal
d. buy	i. find	n. shake	s. throw	x. sit
e. bring	j. leave	o. show	t. wear	y. run

2. Fill the blank into the correct verbs:

INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
arise		Arisen	terbit
be (am, is, are)		Been	adalah
become		Become	mejadi
begin		Begun	mulai
blow		blown	meniup
	broke	broken	memecahkan
	brought	brought	membawa
	built	Built	membangun, mendirikan
	burnt	burnt	membakar
	bought	bought	membeli
catch	caught		menangkap
choose	chose		memilih
come	came		datang
cut	cut		memotong
do	did		melakukan
draw		drawn	menggambar
dream		dreamt	
drink		drunk	
drive		driven	
eat		eaten	
find		found	
	forgot		melupakan
	forgave		memaafkan
	got		memperoleh
	gave		memberikan
	went		pergi
have		had	
hold		held	
keep		kept	
know		known	
learn		learnt	
		make	membuat
		met	bertemu
		paid	membayar
		put	meletakkan
		read	membaca
Ring	rang		
run	Ran		
say	said		
see	saw		
sell	sold		
send	sent		
show			menunjukkan
sing			menyanyi
sit			Duduk
sleep			tidur
spend			menghabiskan
speak	spoke	spoken	berbicara
		stolen	mencuri
		sworn	bersumpah
		taken	mengambil
		taught	mengajar
		told	menceritakan
think			berpikir
understand			mengerti
wear			memakai / mengenakan
withdraw			mencabut, menarik balik
write	Wrote	written	menulis

P R O N O U N

A. Material

Definition: Pronoun is a word that takes the place of a noun.

Regarding to **Michael A Pyle, M.A. and Mary Ellen Munoz Page, M.A. on their book of TOEFL Preparation Guide**, there are five forms of pronouns in English, they are: Subject Pronoun; Complement Pronoun (Object Pronoun); Possessive Pronoun; Possessive Adjective; and Reflexive Pronoun.

a.	<u>Subject Pronouns</u> : occur in the subject position of a sentence or after the verb be.		
	I	she / he	we
	you	it	they
	- I am going to school everyday. - <u>He and I</u> have seen this movie for three times. - It was <u>she</u> who called you. - <u>The car</u> was fixed yesterday. (Passive Voice)		
b.	<u>Complement Pronouns (Object Pronouns)</u> : occur in complement position, whether they complement a verb or a preposition.		
	me	her / him	us
	you	it	Them
	- <u>My girlfriend</u> called me on last night. - The police was looking for him because of his crime.		
c.	<u>Possessive Adjectives</u> : indicates ownership.		
	my	her / his	our
	your	Its	their
	- Budi is eating <u>his lunch</u> every morning. - This is not <u>my book</u> . - Alan forgot <u>her homework</u> this morning. - Mr. and Mrs. Budi take care of <u>their</u> children		
d.	<u>Possessive Pronouns</u> : replace nouns		
	mine	hers / his	ours
	yours	Its	Theirs
	Note: - mine = my + noun (my book) - yours = your + noun (your pen) - hers = her + noun (her lips)		
	- This is <u>my book</u> . This is <u>mine</u> . - Your teacher is the same as <u>his</u> teacher. Yours is the same as <u>his</u> .		
e.	<u>Reflexive Pronouns</u> usually follow the verb & indicate that the subject is both giving & receiving the action.		
	myself	her self / himself	Ourselves
	yourself	Itself	Yourselves
	- She served <u>herself</u> in the cafeteria. - They were talking among <u>themselves</u> .		

B. Practicing

Choose the correct form of the pronoun or possessive adjective in the following sentences!

1. I go to school with (~~he~~/him) every day.
2. I see (she/her/herself) at the BIP every Friday.
3. She speaks to (we/us/ourselves) every morning.
4. Isn't (she/her) a nice person?
5. (He/Him) is going to Tokyo on vacation.
6. (She/Her) and Budi gave the money to the boy.
7. (Yours/Your) book is broken and (my/mine) is too.
8. I hurt (my/mine/the) leg.
9. Budi bought (himself/herself/hisself) a new coat.
10. (We/Us) girls are going camping over the weekend.
11. Mr. Andi cut (hisself/himself) shaving.
12. We like (our/ours) new car very much.
13. The dog bit (she/her) on the leg.
14. Budi (he/himself) went to the meeting.
15. You'll stick (you/your/yourself) with the pins if you are not careful.
16. Tanti and (I/me) would rather go to the movies.
17. Everyone has to do (their/his) own research.
18. Just between you and (I/me), I don't like this food.
19. Monday is holiday for (we/us) teachers.
20. (Her/Hers) car doesn't go as fast as (our/ours).

ADJECTIVE

A. Material

→ An adjective is a word that modifies a noun.

1. Determiners
 - a. Article: the, an, a
 - b. Demonstrative adjective: this, these, that, those
 - c. Possessive adjective: my, your, one's, John's, the girl's
 - d. Numeral adjective: four, twenty-five, one hundred, fourth, twenty-fifth, one-hundredth
 - e. Adjective of indefinite quantity: some, few, all, more
 - f. Relative & interrogative adjective: whose, what, which
2. Descriptive Adjective
 - a. Proper adjective: a Catholic church, a French dish, a Shakespearian play
 - b. Participial adjective: an interesting book, a disappointing experience, a charming view, a trifling gift, a bored student, a fired housewife, a spoiled child.
 - c. Adjective compound: a good looking girl, a heart breaking story, a Spanish speaking student, a long suffering widow, a broken down house, new born kittens, ready made clothes.

- Descriptive adjective have special forms only for comparison as below table:

<p>Positive Degree (two units are compared to an equal degree)</p> <ul style="list-style-type: none"> - as tall as - as beautiful as <p>Comparative Degree (two units are compared to an unequal degree)</p> <ul style="list-style-type: none"> - more beautiful than - taller than - less tall than - less beautiful than <p>Superlative Degree (three or more units are compared to an unequal degree)</p> <ul style="list-style-type: none"> - the tallest - the most beautiful - the least tall - the least beautiful
--

- Irregular Form of Adjective

Positive Degree	Comparative Degree	Superlative Degree
good	better	best
bad	worse	worst
far	further	furthest
little	less	least
much	more	most
many	more	most
old	older	oldest

B. Practicing

1. Make a sentence by using Determiner and Descriptive adjective!
2. Make a sentence for Positive, Comparative and Superlative Degree from the following verbs:
 - a. big
 - b. wide
 - c. pretty
 - d. handsome
 - e. large
3. Make a sentence by using the irregular adjective!

A D V E R B

A. Material

➔ An adverb is a word that modifies a verb, an adjective and an adverb itself.

Type of Adverb	Most Usual Position	Other Possible Position
Adverb of Manner	final position: The army advanced toward the enemy slowly and silently <i>Hard, fast, well, slow, nicely, badly, poorly</i> are used only in end position	mid position: (mostly for one word adverb) The army <i>slowly</i> and <i>silently</i> advanced toward the enemy. initial position: <i>Slowly</i> and <i>silently</i> the army advanced toward the enemy.
Adverb of Place & Direction	final position: Go home <i>There, here, away, inside, east</i>	initial position: <i>There</i> sat a mean-looking man.
Adverb of Time a. Definite Time b. Indefinite Time	Final position: We submitted the report to the committee <i>yesterday</i> . mid position: We soon found our mistake. initial position: <i>Next</i> , we take up the use of adverbs.	initial position: <i>Yesterday</i> We submitted the report to the committee. initial position: <i>Soon</i> we found our mistake. mid position: <i>We next</i> take up the use of adverbs. final position: <i>We take up the use of adverbs next</i> .
Intensifying Adverb	position preceding the word being intensified: The weather is <i>very</i> hot this summer. They Have <i>completely</i> won our hearts. position preceding the word or structure being emphasized: <i>Only</i> Mary passed in Greek. <i>Mary</i> passed <i>only</i> in Greek.	Adverb of degree used with verbs may occur in final position: They have won our hearts <i>completely</i> . distinguishing adverbs may follow nouns or pronouns: <i>Mary only</i> passed in Greek. <i>Mary</i> passe in Greek <i>only</i> .
Sentence Adverb	initial position: <i>Obviously</i> they will not finish on time.	mid position: They <i>obviously</i> will not finish on time. final position: They will not finish on time <i>obviously</i> .
Conjunctive Adverb	initial position: I have a great deal of work to do. <i>Therefore</i> I must go o the office on Sunday. mid position: I have a great deal of work to do. I must <i>therefore</i> go o the office on Sunday.	final position: only if the sentence or clause is short. He quit his job. He needs to look for work <i>therefore</i> .

- Most adverbs of manner are formed by adding **-ly** to adjectives.

Adjectives		Adverbs	
Clever	Careful	Cleverly	Carefully
Beautiful	Clear	Beautifully	Clearly
Quick	Intelligent	Quickly	Intelligently
Slow	Calm	Slowly	Calmly
Wise	Loyal	Wisely	Loyally

- They're some exception. A few irregular words have the same form whether they are use to modify nouns or verbs.

Used as adjectives	Used as adverbs
Iwan is a fast worker	Iwan works fast
He is a hard worker too	He works hard

Note:

The word *fastly* does not exist in English but the word *hardly* does exist, mean almost not at all. A few words which end in **-ly** are adjectives, not adverbs. They did not have adverbial forms and can not be used to modify verbs.

Examples: *friendly, homely, lonely, lively, manly, ugly, likely.*

B. Practicing

Circle the correct form in parentheses!

1. Rita plays the violin (good/well)
2. That is an (intense/intensely) novel
3. The sun is shining (bright/brightly)
4. The girls speak (fluent/fluently) French
5. The boys speak Spanish (fluent/fluently)
6. The table has a (smooth/smoothly) surface
7. We must figure our income tax returns (accurate/accurately)
8. We don' like to drink (bitter/bitterly)
9. The plan will arrive (soon/soonly)
10. He had an accident because he was driving too (fast/fastly)

AUXILIARY

A. Material

➔ Auxiliary is helping verbs that add structural meaning or a semantic coloring to verbs carrying the full burden of lexical meaning.

➔ All auxiliaries share the ability to be directly followed by **not** in negatives, often in contracted form (They have not gone, We shouldn't wait), and to be reversed with the subject in questions (Have they gone?, Should we wait?).

1. Tense Auxiliary (be, have, will, shall)

The tense auxiliary perform a structural function only.

- I *am* a handsome man.
- I *was* there yesterday.
- They *have* had a breakfast earlier.
- I *will/shall* have been going to the office.

2. Do Auxiliary

The do auxiliary is accompanied by the simple form of the verb (the infinitive without to). It's used only in the simple present tense (do/does) and simple past tense (did).

- Do you like my new car?
- She *doesn't* like your new girl.
- The letter we were expecting never *did* arrive.
- He *does* have money, but it' all tied up in property.
- Herman *doesn't* love Shanti, but I *do* love her very much.

3. Modal Auxiliary

These auxiliaries add to the verb a special semantic component such as ability, obligation, possibility.

- I *can* lift this stone.
- She *can* type.
- I *can* see you tonight.
- This factory *can* produce dozens of shoes a day.
- *May* I borrow your car?
- *Can* you cash this check please?
- He said that he *should* go to the dentist.
- John *should* have gone to the dentist yesterday.
- You *must* do your homework everyday.

B. Practicing

1. Create 3 sentences by using 'Tense auxiliaries'!
2. Create 3 sentences by using 'Do auxiliaries'!
3. Create 3 sentences by using 'Modal auxiliaries'!

ARTICLE

A. Material

→ The chief structural function of article is as determines that precede nouns.

1. **A** or **an**: can precede only singular count nouns; they mean one. They can be used in a general statement or to introduce a subject which has not been previously mentioned.

- Words which begins with a *consonant sound* and must always be preceded by a.

European	Eulogy	Euphemism	Eucalyptus	House	Home
Heavy	Half	Uniform	University	Universal	Union

- Words which begins with a *vowel sound* and must always be preceded by an.

Hour	Hair	Honor	Uncle	Umbrella	Unnatural
------	------	-------	-------	----------	-----------

2. **The**: is used to indicate something that we already know about or something that is common knowledge.

USE THE WITH	DON'T USE THE WITH
<p>Oceans, rivers, gulfs, plurals lakes The Red Sea, the Atlantic Ocean, the Persian Gulf, the Great Lakes</p> <p>Mountains The Rocky Mountains, the Andes</p> <p>Earth, moon The Earth, the moon</p> <p>Schools, colleges, universities when the phrase begins with school, etc. The University of Florida, the College of Arts and Sciences, The University of Padjajaran</p> <p>Ordinal numbers before nouns The First World War, the third chapter</p> <p>Wars (except world wars) The Crimean War, the Korean War</p> <p>Certain countries or groups of countries with more than one word (except Great Britain) The United States, the United Kingdom, the Central African Republic</p> <p>Historical documents The Constitution, the Magna Carta</p> <p>Ethnic groups The Indians, the Aztecs, the Sundanese</p>	<p>Singular lake Lake Geneva, Lake Toba</p> <p>Mounts Mount Galunggung, Mount Agung</p> <p>Planets, constellations Venus, Mars, Erath, Orion</p> <p>Schools, colleges, universities when the phrase begins with a proper noun Santa Fe Community College, Cooper's Art School, Stetson University, Padjajaran Univ.</p> <p>Cardinal numbers after nouns World War One, chapter three</p> <p>Countries preceded by New or an adjective such a direction New Zealand, South Africa, North Korea</p> <p>Countries with only one word France, Sweden, Venezuela</p> <p>Continents Europe, Africa, South America</p> <p>States Florida, Ohio, California, Sumatera, Java</p> <p>Sports Baseball, basketball</p> <p>Abstract nouns Freedom, happiness</p> <p>General areas of subject matter Mathematics, sociology</p> <p>Holidays Christmas, Thanksgiving</p>

B. Practicing

1. Iwan's father bought him the bicycle that he had wanted for his birthday.
2. The statue of Liberty was a gift of friendship from France to the United States.
3. Rita is studying English and math this semester.
4. A judge asked a witness to tell the truth.
5. Please give me a cup of coffee with cream and sugar.
6. Some big books on a table are for my history class.
7. No one in a Spanish class knew a correct answer to a Mrs. Perez's question.
8. My car is four years old and it still runs well.
9. When you go to a store, please buy a bottle of chocolate milk and a dozen oranges.
10. There are only a few seats left for a tonight's musical at a university.
11. Budi and Tanti went to a school yesterday and then studied in a library before returning home.
12. Lake Erie is one of a five Great Lakes in North America.
13. On our trip to Spain, we crossed a Atlantic Ocean.
14. Mount Rushmore is the site of a magnificent tribute to a four great American presidents.
15. What did you eat for a breakfast this morning?
16. Budi played a basketball and a baseball at a Boy's Club this year.
17. Rita plays a violin and her sister plays a guitar.
18. While we were in Alaska, we saw a Eskimo village.
19. Rahmat can't go to a movies tonight because he has to write a essay.
20. David attended a Princeton University.

PREPOSITION

A. Material

→ Preposition: word governing a noun or pronoun and expressing a relation to another word

- **During** : indicates duration of time
- **By** : means to go past a place or to be situated near a place
- **Between** : is used with two nouns
- **Among** : is used with three or more nouns or a plural noun.
- **In** : is used before large places
- **On** : is used before middlesized places
- **At** : is used before numbers in addresses.
- **In** : is used again before very small places.

In	Country	On	Street	At	Number	In	A corner
	State		Street corner				A room
	Province		Coast				A building
	County		River				A park
	City						A car
							A boat

B. Practicing

(1) _____ the summer, we went (2) _____ the beach every day. We stayed (3) _____ a lovely motel right (4) _____ the beach. (5) _____ the morning we would get up (6) _____ 9:30, have breakfast, and then spend four hours (7) _____ the pool (8) _____ all other guests. (9) _____ 1:00 we would have lunch (10) _____ our room. (11) _____ lunch we would eat something light like sandwiches and fruit. (12) _____ the afternoon we would return (13) _____ the pool area and sit (14) _____ the sun (15) _____ a while. (16) _____ night we would take long walks (17) _____ the beach or visit some friends who lived (18) _____ 520 Orchid Avenue (19) _____ Daytona Beach.

Many people from (20) _____ (21) _____ town stayed (22) _____ that motel. Like us, they had been coming (23) _____ that same motel (24) _____ 1975. Most (25) _____ them were (26) _____ Ohio. (27) _____ time (28) _____ time we would eat out (29) _____ a nice restaurant, where we did not have to wait long (30) _____ the waitress to serve us. (31) _____ July it is usually very crowded, but this year (32) _____ least, it was not as crowded as (33) _____ the past. Once (34) _____ a while we went (35) _____ the movies (36) _____ the theater (37) _____ the corner (38) _____ Las Olas Boulevard and Castillo Avenue. We arrived there (39) _____ no time (40) _____ all (41) _____ car. We sat (42) _____ the middle (43) _____ the theater, (44) _____ the twelfth row. The movie started (45) _____ 7:00 sharp, so we got there just (46) _____ time to buy some popcorn and find our seat. (47) _____ first, I thought I would not enjoy it, but (48) _____ the end, it turned (49) _____ to be a very interesting movie. (50) _____ the whole, it was an enjoyable evening.

We decided to get a Coke (51) _____ (52) _____ the machine, but unfortunately it was (53) _____ (54) _____ order. So (55) _____ place (56) _____ the Coke, we decided to get some ice cream (57) _____ the Dairy Isle which was located (58) _____ the corner (59) _____ Harper Ave, and Washington St.

(60) _____ returning (61) _____ our motel, I decided to finish reading my novel. It is (62) _____ far the most exciting book that Victoria Holt has ever written. (63) _____ the most part, her book deals (64) _____ a group (65) _____ archeologists who went (66) _____ Egypt (67) _____ hopes (68) _____ discovering some pharaoh's tomb. (69) _____ accident they uncovered a plot to smuggle the treasures (70) _____ (71) _____ Egypt. (72) _____ course the archeologists got (73) _____ touch (74) _____ the authorities, who had heard some rumors about smuggling off and (75) _____. All (76) _____ a sudden, one day the police showed up and caught them (77) _____ the act and arrested them.

CONJUNCTION

A. Material

→ Conjunction is members of a small class that have no characteristic form and thy function chiefly as non movable structure words that join such units as part of speech, phrases, or clauses.

1. Coordinate Conjunction: The coordinate conjunction joins structural units that are equal grammatically.

- Example: and, or, but, yet, so, for
- I love math and I like singing.
 - I am a policeman or I am a law justice.
 - I don' like banana but I like mango.
 - I am a first rank, so I am clever.

2. Subordinate Conjunction: The subordinate conjunction is a clause that depends on a main or independent clause
Example: after, although, as, because, before, if, since, that, though, until, unless, while, etc.

- She never saw him again after he left town.
- Although he had never liked math, he decided to take a course in statistics.
- As she was leaving the house, the mailman arrived with a package.
- If the temperature drops tonight, the lake will freeze over.
- He never goes to any social function unless his wife can come with him.
- Please watch my baggage while I purchase my train ticket.

B. Practicing

1. Make a sentence for coordinate conjunction!
2. Make a sentence for subordinate conjunction!

TENSES AND ASPECTS

I. Positive

SIMPLE PRESENT	SIMPLE PAST	SIMPLE FUTURE	PAST FUTURE
S + V1 (ES/S)	S + V2	S + WILL + V1	S+SHOULD/WOULD+V1
♦ [I/We/You/They] <u>drink</u> a coffee ♦ [He/She/It] <u>drinks</u> a coffee	♦ [I/We/You/They/He/She/It] <u>drank</u> a coffee	♦ [I/We/You/They/He/She/It] <u>will drink</u> a coffee	♦ [I/We] <u>should drink</u> a coffee ♦ [You/They/He/She/It] <u>would drink</u> a coffee

PRESENT CONTINUOUS	PAST CONTINUOUS	FUTURE CONTINUOUS	PAST FUTURE CONTINUOUS
S + TO BE (AM, IS, ARE) + V-ING	S + TO BE (WAS/WERE) + V-ING	S + WILL + BE + V-ING	S + SHOULD/WOULD + BE + V-ING
♦ I <u>am eating</u> a rice now ♦ [We/You/They] <u>are eating</u> a rice now ♦ [He/She/It] <u>is eating</u> rice now	♦ [I/He/She/It] <u>was eating</u> a rice last night ♦ [We/You/They] <u>were eating</u> rice last night	♦ [I/We/You/They/He/She/It] <u>will be eating</u> a fried chicken tomorrow at Kentucky Fried Chicken.	♦ [I/We] <u>should be eating</u> a fried chicken tomorrow ♦ [You/They/He/She/It] <u>would be eating</u> a fried chicken tomorrow

PRESENT PERFECT	PAST PERFECT	FUTURE PERFECT	PAST FUTURE PERFECT
S + HAVE/HAS + V3	S + HAD + V3	S + WILL + HAVE + V3	S + SHOULD/WOULD + HAVE + V3
♦ [I/We/You/They] <u>have written</u> a letter ♦ [He/She/It] <u>has written</u> a letter	♦ [I/We/You/They/He/She/It] <u>had gone</u> for three years	♦ [I/We/You/They/He/She/It] <u>will have gone</u> for three years	♦ [I/We] <u>should have gone</u> for three years ♦ [You/They/He/She/It] <u>would have gone</u> for three years

PRESENT PERFECT CONTINUOUS	PAST PERFECT CONTINUOUS	FUTURE PERFECT CONTINUOUS	PAST FUTURE PERFECT CONTINUOUS
S + HAVE/HAS +BEEN + V-ING	S + HAD +BEEN + V-ING	S + WILL + HAVE +BEEN + V-ING	S + SHOULD/WOULD + HAVE +BEEN + V-ING
♦ [I/We/You/They] <u>have been taking</u> a law school ♦ [He/She/It] <u>has been taking</u> a law school	♦ [I/We/You/They/He/She/It] <u>had been taking</u> a law school	♦ [I/We/You/They/He/She/It] <u>will have been taking</u> a law school	♦ [I/We] <u>should have been taking</u> a law school ♦ [You/They/He/She/It] <u>would have been taking</u> a law school

II. Negative

SIMPLE PRESENT	SIMPLE PAST	SIMPLE FUTURE	PAST FUTURE
S+DO/DOES+NOT+V1	S + DID + NOT + V1	S + WILL + NOT + V1	S + SHOULD/WOULD + NOT + V1
♦ [I/We/You/They] <u>do not drink</u> a coffee ♦ [He/She/It] <u>does not drink</u> to a coffee	♦ [I/We/You/They/He/She/It] <u>did not drink</u> a coffee	♦ [I/We/You/They/He/She/It] <u>will not drink</u> a coffee	♦ [I/We] <u>should not drink</u> a coffee ♦ [You/They/He/She/It] <u>would not drink</u> a coffee

PRESENT CONTINUOUS	PAST CONTINUOUS	FUTURE CONTINUOUS	PAST FUTURE CONTINUOUS
S + TO BE (AM, IS, ARE) + NOT + V-ING	S + TO BE (WAS/WERE) + NOT + V-ING	S + WILL + NOT + BE + V-ING	S + SHOULD/WOULD + NOT + BE + V-ING
♦ I <u>am not eating</u> a rice now ♦ [We/You/They] <u>are not eating</u> a rice now ♦ [He/She/It] <u>is not eating</u> rice now	♦ [I/He/She/It] <u>was not eating</u> rice last night ♦ [We/You/They] <u>were not eating</u> rice last night	♦ [I/We/You/They/He/She/It] <u>will not be eating</u> a fried chicken tomorrow at Kentucky Fried Chicken.	♦ [I/We] <u>should not be eating</u> a fried chicken tomorrow ♦ [You/They/He/She/It] <u>would not be eating</u> a fried chicken tomorrow

PRESENT PERFECT	PAST PERFECT	FUTURE PERFECT	PAST FUTURE PERFECT
S+HAVE/HAS+NOT+V3	S + HAD + NOT + V3	S+WILL+NOT+HAVE+V3	S + SHOULD/WOULD + NOT + HAVE + V3
♦ [I/We/You/They] <u>have not written</u> a letter ♦ [He/She/It] <u>has not written</u> a letter	♦ [I/We/You/They/He/She/It] <u>had not written</u> a letter	♦ [I/We/You/They/He/She/It] <u>will not have written</u> a letter	♦ [I/We] <u>should not have written</u> a letter ♦ [You/They/He/She/It] <u>would not have written</u> a letter

PRESENT PERFECT CONTINUOUS	PAST PERFECT CONTINUOUS	FUTURE PERFECT CONTINUOUS	PAST FUTURE PERFECT CONTINUOUS
S + HAVE/HAS + NOT +BEEN + V-ING	S + HAD + NOT +BEEN + V-ING	S + WILL + NOT + HAVE +BEEN + V-ING	S+SHOULD/WOULD+NOT+HAVE+BEEN+V-ING
♦ [I/We/You/They] <u>have not been staying</u> here for three years ♦ [He/She/It] <u>has not been taking</u> a law school	♦ [I/We/You/They/He/She/It] <u>had not been taking</u> a law school	♦ [I/We/You/They/He/She/It] <u>will not have been taking</u> a law school	♦ [I/We] <u>should not have been taking</u> a law school ♦ [You/They/He/She/It] <u>would not have been taking</u> a law school

III. Interrogative

SIMPLE PRESENT	SIMPLE PAST	SIMPLE FUTURE	PAST FUTURE
DO/DOES+S+V1	DID + S + V1	WILL + S + V1	SHOULD/WOULD+S+V1
♦ Do [I/We/You/They] <u>drink</u> a coffee? ♦ Does [He/She/It] <u>go</u> to school everyday?	♦ Did [I / We / You / They / He / She / It] <u>drink</u> a coffee?	♦ Will [I / We / You / They / He / She / It] <u>drink to school tomorrow</u> ?	♦ Should [I/We] <u>drink</u> a coffee? ♦ Would [You/They/He/She/It] <u>drink</u> a coffee?
PRESENT CONTINUOUS	PAST CONTINUOUS	FUTURE CONTINUOUS	PAST FUTURE CONTINUOUS
TO BE (AM, IS, ARE) + S + V-ING	TO BE (WAS/WERE) + S + V-ING	WILL + S + BE + V-I-ING	SHOULD/WOULD + S + BE + V-I-ING
♦ Am I <u>eating</u> rice now? ♦ Are [We/You/They] <u>eating</u> a rice now? ♦ Is [He/She/It] <u>eating</u> rice now?	♦ Was [I/He/She/It] <u>eating</u> rice last night? ♦ Were [We/You/They] <u>eating</u> rice last night?	♦ Will [I / We / You / They / He / She / It] <u>be eating</u> a fried chicken tomorrow at Kentucky Fried Chicken?	♦ Should [I/We] <u>be eating</u> a fried chicken tomorrow? ♦ Would [You / They / He / She / It] <u>be eating</u> a fried chicken tomorrow?
PRESENT PERFECT	PAST PERFECT	FUTURE PERFECT	PAST FUTURE PERFECT
HAVE/HAS + S + V3	HAD + S + V3	WILL + S + HAVE + V3	SHOULD/WOULD + S + HAVE + V3
♦ Have [I/We/You/They] <u>written</u> a letter? ♦ Has [He/She/It] <u>written</u> a letter?	♦ Had [I / We / You / They / He / She / It] <u>written</u> a letter?	♦ Will [I / We / You / They / He / She / It] <u>have written</u> a letter?	♦ Should [I/We] <u>have written</u> a letter? ♦ Would [You / They / He / She / It] <u>have written</u> a letter?
PRESENT PERFECT CONTINUOUS	PAST PERFECT CONTINUOUS	FUTURE PERFECT CONTINUOUS	PAST FUTURE PERFECT CONTINUOUS
HAVE/HAS + S + +BEEN + V-ING	HAD + S + BEEN + V-ING	WILL + S + HAVE +BEEN + V-ING	SHOULD/WOULD + S + HAVE +BEEN + V-ING
♦ Have [I/We/You/They] <u>been taking</u> a law school? ♦ Has [He/She/It] <u>been taking</u> a law school?	♦ Had [I / We / You / They / He / She / It] <u>been taking</u> a law school?	♦ Will [I / We / You / They / He / She / It] <u>have been taking</u> a law school?	♦ Should [I/We] <u>have been taking</u> a law school? ♦ Would [You/They/He/She/It] <u>have been taking</u> a law school?

Practicing:

1. Make a sentence from 16 tenses above!
2. Make above sentences become interrogative!
3. Identify what tenses for below sentences!
 - a. Somebody calls the president every day.
 - b. John is calling the other members.
 - c. Martha was delivering the documents to the department.
 - d. The other members have repealed the amendment.
 - e. The delegates had received the information before the recess.
 - f. The teacher should buy the supplies for this class.
 - g. Somebody will call Mr. Watson tonight.
 - h. The fire has caused considerable damage.
 - i. The company was developing a new procedure before the bankruptcy hearings began.
 - j. John will have received the papers.
 - k. Don't let the others see you.
 - l. They gave the thief a fair trial and sent him to prison.
 - m. They tell me somebody has shot your uncle.
 - n. They can't put you in prison if they haven't tried you.
 - o. Somebody has locked the box and I can't open it.
 - p. Somebody has found the boy the people wanted.
 - q. There's a new block of flats they are building down the road; perhaps you'd like someone to introduce you to the landlord.
 - r. People no longer say that anyone inhabits Mars any more than the moon.
 - s. Nobody would have stared at him if they had told him beforehand what clothes one had to wear in such a place.
 - t. When women have disappointed you as many times as they have him, you can truly say (that) bad luck had dogged you.

IDIOMS

A. Material

1. Get on: to enter, board (naik, masuk)
I always **get on** angkot in front of Toserba Yogya.
2. Get off: to leave, descend from (turun)
I **got off** the bus at Jl. Kopo Cirangrang.
3. Put on: to place on oneself- particularly of clothes (mengenakan, memakai)
I **put on** my hat and left the house
4. Take off: to remove- particularly of clothes (melepaskan, membuka)
Tanti **took off** his coat because it is too warm in the room.
5. Call up: to telephone (menelepon)
I forgot to **call up** Mr. Achmad yesterday.
6. Turn on: to start, begin (mulai, menghidupkan)
Please **turn on** the light because this room is dark.
7. Turn off: to stop, terminate, extinguish (berhenti, mematikan)
Would you please **turn off** the radio please?
8. Right away: immediately, at once, very soon (secepatnya)
Can you come to my house **right away**?
9. Pick up: to take – especially with fingers (menggambil)
Iwan **picked up** the newspaper which was on his desk.
10. At once: immediately, very soon, right away (secepatnya, seketika)
He asked me to come to his office **at once**.
11. Get up: to arise, to move from a lying, b a standing position (bangun)
I **get up** at five o'clock every morning.
12. At first: originally, in the first instance (awalnya)
At first he seemed to find English very difficult, but later he made very good progress.
13. Wait for: to expect, await (menunggu)
We will **wait for** you on the corner of the station.
14. At last: finally (akhirnya)
He has finished his work **at last**.
15. As usual: as always, customarily (biasanya)
Iwan is late for class again **as usual**.
16. Find out: to get information, discover, learn (mencari tahu, meemukan)
I was unable to **find out** the name of the man who called.
17. Look at: to direct the eyes toward, watch (melihat pada)
The teacher told us to **look at** the blackboard and not at our books.
18. Look for: to search for, seek (mencari)
He has spent an hour **looking for** the pen which he lost.
19. Little by little: gradually, by degrees, slowly (sedikit demi sedikit)
If you study regularly each day, **little by little** your vocabulary of English words will increase.
20. Call on: to visit (mengunjungi)
Last night several friends **called on** me.
21. Pick out: to choose, select (memilih)
I want to **pick out** some new ties to give brother as a Christmas present.
22. Take one's time: to work or go leisurely, avoid hurrying (santai saja)
You can **take your time** doing those exercises.
23. Talk over: to discuss, consider (mendiskusikan, mempertimbangkan)
Before I accepted the new job offer, **talked it over** with my wife.
24. Lie down: to recline, take a lying position (rebahan)
If you are tired, why don't you **lie down** for an hour?
25. Stand up: to rise, take an upright or standing position after being seated (berdiri)
When the President entered, everyone in the room **stood up**.
26. Sit down: to take a sitting position after standing (duduk)
After standing for so long, it was a pleasure **to sit down** and rest.
27. All day long: the entire day, continuously through the day (sepanjang hari)
I have been working on my incometax form **all day long**.
28. By oneself: alone (sendiri)
Iwan translated that French novel **by himself**.
29. On purpose: purposely, intentionally (tidak sengaja)
Do you think he made that mistake **on purpose**?
30. Get along: to do, succeed, make progress (berhasil, mengalami kemajuan)
Iwan is **getting along** very well in his study of English.
31. Take out: to remove, extract (mengeluarkan, mengambil)
Iwan **took out** his handkerchief and wiped his forehead
32. Take part: participate (berpartisipasi)
Iwan was sick and could not **take part** in the meeting last night.
33. At all: to any degree, in the least– generally used only in a negative sense with 'not' or 'hardly' (sama sekali)
He said that he did not have any money **at all**.
34. Look up: to search for a word, a price, a telephone number etc (mencari)
Every student should **look up** all new word in his dictionary each day.
35. Wait on (upon): to serve, attend to– in a store or shop (menunggu)
A very pleasant young woman **waited on** me in the office.

36. At least: a minimum of (setidaknya)
Every student should spend **at least** two hours on his homework every night.
37. So far: up to the present time (sejauh ini)
So far Iwan has been the best student in our English class.
38. Take a walk: to go for a walk, promenade (berjalan-jalan)
Last evening we **took a walk along** Jalan Merdeka.
39. Take a seat: to seat down (duduk)
He asked me to come in and **take a seat**.
40. Try on: to test, try before buying— said only of clothes (mencoba)
He **tried on** several suits and finally picked out a blue one.
41. Think over: to consider carefully before deciding (berpikir dengan hati-hati)
I will **think over** and give you my answer tomorrow.
42. Take place: to happen, occur (berlangsung)
The meeting **took place** in Jakarta Convention Hall.
43. Put away: to set aside, return something to its proper place (meletakkan pada tempatnya)
After Iwan finished reading the report, he **put it away** in his safe.
44. Shake hands: to exchange greetings with a clasp of the hands (berjabat tangan)
I introduced them and they **shook hands**.
45. Look out: to be careful or cautious (berhati-hati)
Look out for the cars turning in your direction.
46. Think of: to have an opinion about (memberikan pendapat)
What did you **think of** that movie which you saw last night?
47. Get back: to return (kembali)
Mr. Agus **got back** from Singapore last night.
48. Catch cold: to become sick with a cold (sakif flu)
If you go out in this rain, you will surely **catch cold**.
49. Make up one's mind: to decide (memutuskan)
Iwan has **made up his mind** not to go to college this year.
50. Change one's mind: to alter one's decision or opinion (merubah pikiran seseorang)
We have **changed our minds** and are going to Canada instead of to California on our vacation.
51. For the time being: for the present, temporarily (sementara)
We are living in a hotel **for the time being**, but later we will try to find a small apartment.
52. Get over: to recover from (sembuh dari)
It took me more than a month **to get over** my cold.
53. Call off: to cancel (batal)
The game was **called off** on account of darkness.
54. For good: permanently, forever (selamanya)
Yanti has gone back to Indonesia **for good**.
55. In a hurry: hurried, in a rush (tergesagesa)
Iwan is **in a hurry** to catch his train.
56. Hang up: to place upon a hook or coat hanger; to replace the telephone in its cradle (menggantung, mengangkat/menutup)
He **hung up** his coat in the closet.
57. Leave out: to omit (menghilangkan)
You have **left out** your own name on this list.
58. Count on: to depend upon (bergantung)
We are **counting on** you to help us with today's assignment.
59. Make friends: to win or gain friend (berteman)
Tanti is a very shy girl and does not **make friends** easily.
60. Out of order: not in working condition (tidak dapat dipakai, rusak)
The elevator was **out of order** and we had to walk to the tenth floor.
61. Get to: to arrive at a place, home, work, etc. (sampai, tiba)
I missed the bus and didn't **get to** the office until ten o'clock.
62. At times: sometimes, occasionally (kadang-kadang, sesekali)
At times he does much better work than on other occasions.
63. Look over: to examine (meneliti, memeriksa)
I want to **look over** these exercises before I give them to the teacher.
64. Take/have time off: to have free time, not have to work (libur, waktu senggang)
We have time off for a coffee break every morning.
65. Keep on: to continue (melanjutkan, meneruskan)
Iwan **kept on** talking although the teacher asked him several times to stop.
66. Put out: to extinguish (mematikan)
You can **put out** your cigarette in that ashtray.
67. All of sudden: suddenly (tiba-tiba)
All of sudden Iwan appeared at the door.
68. To point out: to indicate (menunjukkan)
The teacher **pointed out** the mistakes in my composition.
69. Be over: to be finished, ended (selesai)
After the dance **was over**, we all went to a restaurant.
70. Be up: to be ended— said only of time (selesai)
"The time **is up**", the teacher said at the end of the hour.
71. On time: exactly at or before an appointed time (tepat waktu)
We must hurry if we wish to arrive at the opera **on time**.
72. In time: within or sometime before an appointed time or a deadline (tepat waktu)
I got to the station **in time**.
73. By the way: incidentally (ngomong-ngomong)

- By the way**, have U seen the new picture which is playing at Radio Ardan this week?
74. Figure out: to calculate, to study carefully in order to understand (memahami)
This letter is so badly written that I can not **figure out** what the writer is trying to say.
 75. Put off: to postpone (batal)
The meeting was **put off** until next week.
 76. Be about to: to be on the point of, ready (baru saja akan)
I **was** just **about to** leave when you telephoned.
 77. Turn around: to make complete turn in order to face in the opposite direction (berputar, berbelok)
The man **turned** the car **around** and drove in the opposite direction.
 78. Take turns: to alternate (bergantian)
Wati and Tanti **take turns** helping their mother each night.
 79. Pay attention: to give attention to, place importance upon (memberikan perhatian)
He never **pays attention** to anything his wife says.
 80. Go on: to continue, proceed (melanjutkan, meneruskan)
Iwan **went on** reading and paid no attention to any of us.
 81. Over and over: repeatedly (berulang-ulang)
I have told him the same thing **over and over**.
 82. Wear out: to become shabby and useless from wear (rusak, tidak dapat dipakai)
I must buy a new suit. This one is **sworn out**.
 83. Throw away: to discard (membuang)
Don't **throw** those magazines **away**. I haven't seen them yet.
 84. Fall in love: to begin to love (jatuh cinta)
They **fell in love** when they were students in high school.
 85. Have to do with: to have some connection with (berhubungan, berkaitan)
I **have to do with** the rest of the class.
 86. Wake up: to awaken (bangun)
Wati **woke up** this morning very early but did not get up until about ten o'clock.
 87. Be in charge of: to manage, be responsible for (bertanggung jawab)
Iwan is **in charge of** the office while Mr. John is away.
 88. Get in touch with: to communicate with (berhubungan, berkomunikasi)
You can **get in touch with** him by telephone.
 89. Have a good time: to enjoy oneself, pass a period of time pleasantly (senang)
We all **had a good time** at the party last night.
 90. Take care of: to watch, give attention to (menangani, memberi perhatian)
Who will **take care of** your dog while you are away on your vacation?
 91. Once in a while: occasionally, now and then (kadang-kadang, sesekali)
Once in a while he goes with us to the movies on Saturday night.
 92. Quite a few: many (banyak)
Quite few students were absent yesterday.
 93. Used to: indicates an action or habit which continued for some period of time in the past but eventually ended (kebiasaan di waktu lampau)
When I was young, I **used to** play tennis quite well.
 94. Make believe: to pretend (berpura-pura)
Iwan **made believe** that he was sick so that he would not have to go to school.
 95. Make sure: to be sure, become sure or certain of (yakin)
Make sure to turn off the radio before you go out.
 96. Now and then: occasionally (kadang-kadang, sesekali)
I don't see him very often, but **now and then** we have lunch in the same restaurant.
 97. Make out: to do, succeed (sukses, berhasil)
I did not **make out** very well on my last examination.
 98. Go with: to match, harmonize in color or design (cocok, sesuai)
That dress doesn't **go with** that shoe.
 99. Get rid of: to become free of, escape from (bebas dari, membuang)
We can not seem to **get rid of** the mice in our apartment.
 100. By heart: by memory (dalam hati, ingat)
He knows many passages from Shakespeare **by heart**.

B. Practicing

1. Fill the blank with the appropriate idioms!
 - a. He is _____ (seeking) the pen which he lost yesterday.
 - b. You will have to _____ (search for) his number in the telephone book.
 - c. I will _____ (examine) this and return it to you tomorrow.
 - d. He stood _____ (watching) me as though he had never seen me before.
2. Make up sentences!
 1. to put on
 2. to put off
 3. to put away
 4. to call up
 5. to call on
 6. to call off
 7. to make up one's mind
 8. to make believe
 9. to make good

3. Practice Idioms Meaning and Tenses!

No	Sentences	Meaning	Tenses
1.	He did not want to take part in the meeting.	_____	_____
2.	He called up all his friends to say goodbye.	_____	_____
3.	He took off his hat and coat.	_____	_____
4.	I will be back right away .	_____	_____
5.	Be sure to put out the light before you leave.	_____	_____
6.	They got on the train in Station.	_____	_____
7.	We waited and at last he arrived.	_____	_____
8.	I was unable to find out his name.	_____	_____
9.	His health is improving little by little .	_____	_____
10.	Last night some friends called on us.	_____	_____
11.	She lives by herself in a furnished room.	_____	_____
12.	We talked over your problem for a long time.	_____	_____
13.	I want to pick out a present for my friend.	_____	_____
14.	Iwan is getting along well in his studies.	_____	_____
15.	The accident took place on Jl. Buah Batu.	_____	_____
16.	We expect him to get back next week.	_____	_____
17.	He has made up his mind to stay with us.	_____	_____
18.	The game was called off on account of rain.	_____	_____
19.	She has gone back to California for good .	_____	_____
20.	All of a sudden the lights went out.	_____	_____
21.	At times he does much better work.	_____	_____
22.	He kept on talking for two hours.	_____	_____
23.	The meeting was put off until next week.	_____	_____
24.	By the way , have you seen Iwan recently?	_____	_____
25.	We took turns driving the car.	_____	_____
26.	I have told him the same thing over and over .	_____	_____
27.	Don't throw away those magazines yet.	_____	_____
28.	You can get in touch with him at his office.	_____	_____
29.	I woke up very early this morning.	_____	_____
30.	He comes here once in a while .	_____	_____
31.	He made believe that he was ill.	_____	_____
32.	I see him now and then on Jalan Merdeka.	_____	_____
33.	These gloves do not go with this dress.	_____	_____
34.	We got mixed up our directions.	_____	_____
35.	He broke the mirror on purpose .	_____	_____

ACTIVE AND PASSIVE VOICE

A. Material

1. Active Voice

Active voice is a sentence which the subject performs the action.

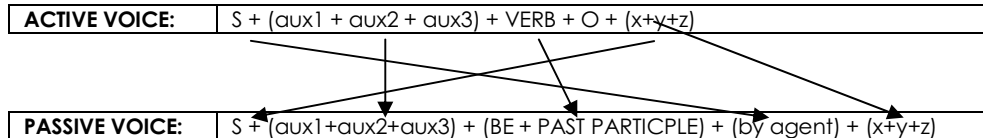
Subject + Auxiliary + Verb + Object + Complement

2. Passive Voice

Passive voice is a sentence can be either in the active or passive voice. In a passive sentence, the subject receives the action.

Subject + Auxiliary + Be + Past Participle + By Agent + Complement

FORMULATION:



Note: Auxiliary is subsidiary, additional, verb used to form tenses or moods of other verbs.

Examples:

- ☞ Someone has stolen my books. (My books have been stolen).
- ☞ Someone gave me a book. (I was given a book by someone).
- ☞ They will look after you well. (You will be well looked after).
- ☞ People say that figs are better for us than bananas. (It is said that figs are better for us than bananas).
- ☞ They asked the rest of us to be there at eight. (The rest of us were asked to be there at eight).
- ☞ Someone was showing Ani how to bath a baby. (Ani was being showed how to bath a baby).
- ☞ They didn't tell me the truth about the situation. (I wasn't told the truth about the situation).
- ☞ I have to give her a nice present. (She has to be given a nice present).

B. Practicing

Change the active sentences below into passive.

1. They gave my little sister a ticket too.
2. People will show the visitors the new buildings.
3. Someone has already paid the electrician for this work.
4. They promise us higher wages.
5. Somebody will tell you what time the train leave.
6. Someone ordered the prisoners to stand up.
7. Somebody recommended me to another doctor.
8. Someone taught him French and gave him a dictionary.
9. They will allow each boy a second plate of ice cream.
10. The authorities refused Herman a passport.
11. They will ask us all several questions.
12. When we first met, they had already offered me a job at the bank.
13. Someone will read you another chapter next time.
14. They requested the stranger to leave the meeting.
15. This is the third time they have written to us about this.
16. They still deny women the right to vote in some countries.
17. They have made my uncle a captain.
18. They asked the rest of us to be there at eight o'clock.
19. The others told the new students where to sit.
20. Someone is showing Yuli how to bath a baby.

MISCELLANEOUS MATERIAL

➤ NORMAL ENGLISH SENTENCE

Subject	Verb	Complement	Modifier
Budi and I	Eat	a pizza	everyday
The students	Studied	English	last night

- Subject:** is the agent of the sentence in the active voice; it is the person or thing that performs or is responsible for the action of the sentence, and it normally precedes the verb.
Examples: I, You, We, They, He, She, It, The book, Car, This chair , etc.
- Verb:** shows the action of the sentences (subject).
All of words which indicate the action of the subject.
- Complement:** completes the verb.
All of the objects of the sentences and answers the question *what* or *whom*.
- Modifier:** tells the time, place, or manner of the action
Examples: In the morning, at the bookstore, on the table, next year, last night, yesterday, now, very fast, etc.

Practicing:

Determine the sentences below!

- Wati is cooking dinner tonight.
S V C M
- Wawan and Tanti have visited the president.
- We can eat lunch in this restaurant today.
- Agus should have bought gasoline yesterday.
- Tress grow.
- It was raining at seven o'clock this morning.
- She opened a checking account at the bank last week.
- Budi is washing dishes right now.
- She opened her book.
- Iwan, Agus, and Budi were watching television a few minutes ago.

➤ QUESTIONS

- Yes/No Questions:** are questions for which the answer is yes or no.

Auxiliary			
Be	+	Subject	+ verb ...
do, does, did			

- Is Budi going to school today?
- Was he sick yesterday?
- Did you see the movie last night?

- Information Questions:** are questions for which the answer is more than yes or no. There must be some information in the answer.

- **Who or what in subject questions:** a subject is one in which the subject is unknown.

Who	+	Verb + (complement) + (modifier)
What		

- Who opened the door? (someone opened the door)
- What happened last night? (something happened last night)

- **Whom and what in complement question:** a complement question is one in which the complement is unknown.

Whom	+	Auxiliary		+	Subject + verb + (modifier)
What		do, does, did			

- Whom does Ahmad know from Venezuela? (Ahmad knows someone from Venezuela)
- What did Budi buy at the store? (Budi bought something at the store)

- **When, where, how, and why questions:** are formed the same as complement questions.

When		Auxiliary		+	Subject + (verb) + (complement) + (modifier)
Where	+	be			
How		do, does, did			
Why					

- When did Ani move to Yogyakarta?
- Where does Budi live?
- Why did Shanti leave so early?

- c. **Embedded Questions:** are one which is included in a sentence or another question.

Subject + verb (phrase) + question word + subject + verb

- I don't know what you said
- Do you know where he went?

- d. **Tag Questions:** are used frequently in conversation to encourage agreement or to verify a statement.

RULES

- Use the same auxiliary verb as in the main clause. If there is no auxiliary, use *is, does, or did*.
- If the main clause is negative, the tag is affirmative; if the main clause is affirmative, the tag is negative and Don't change the tense
- Use the same subject in the main clause and the tag. The tag must always contain the subject form of the pronoun.
- Negative forms are usually contracted (n't). If they are not, they follow the order auxiliary + subject + not. Ex: He saw this yesterday, did he not?
- *There is, there are, and it is* forms contain a pseudosubject so the tag will also contain *there* or *it* as if were a subject pronoun.
- The verb *have* may be used as a main verb (I have a new car) or it may be as an auxiliary (John has gone to class already). When it functions as a main verb in American English, the auxiliary forms *is, does, or did* must be used in the tag.
- There are only twenty-eight days in February, aren't there?
- She has an exam tomorrow, doesn't she?
- Budi and Ani have been to Yogyakarta, haven't they?

- e. **Miscellaneous Question Words**

Who, What, Where, When, Why, How (5W 1H)

Whose, Whom, How long, How often, How much, How many, How far, etc

Those question words are used according to the answers

Practicing

- A. Give an additional sentence to response the previous one!

1. Tomorrow is our father's day. (We have to give him a nice present)
2. We are having our semester examination this week.
3. Our neighbor is having a newborn baby.
4. It's going to rain.
5. Books are very important for us.
6. You looked very tired.
7. Jane's house is not very far from his house.
8. He will be angry if you don't return the book.
9. These handkerchiefs are only Rp. 2.500 a dozen.
10. John doesn't have a car.
11. Susan didn't know the answers for test.
12. There's no more food in our house.
13. John plans to go to university.
14. The car is parked on the wrong side of the street.
15. I rewrote that composition twice.

- B. Change the sentences below by using the question words!

1. **They^a are drinking^b a cup of coffee^c in front of the house^d in the afternoon^e.**
 - a. Who are drinking a cup of coffee in front of the house in the afternoon?
 - b. What are they doing in front of the house in the afternoon?
 - c. What are they drinking in front of the house in the afternoon?
 - d. Where are they drinking a cup of coffee in the afternoon?
 - e. When are they drinking a cup of coffee in front of the house?
2. They went **to Jakarta**.
3. It (my room) is **twice as big as yours**.
4. They left the county **ten years ago**.
5. They came **by bus**.
6. I've been here **for two months**.
7. They (the neighbors) complained about **the smell**.
8. **The pigs** ate them (the apples).
9. He got in **by climbing over the wall**.
10. **Iwan** bought them (the tickets).
11. It (the market) is **a stone's throw** from here.
12. He tried **to blow up Parliament**.
13. I'd like to speak to **Mr. Ahmad** please.
14. This is **Iwan's**.
15. I've been waiting **for half an hour**.

➤ **RELATIVE CLAUSE**

- **RELATIVE CLAUSES (THE RELATIVE PRONOUN):** a relative clause is used to form one sentence from two separate sentences. The relative pronoun replaces one of two identical noun phrases and relates the clauses to each other.

PRONOUN	USE IN FORMAL ENGLISH
That	Things
Which	Things
Who	People
Whom	People
Whose	Usually people

1. We bought the stereo. The stereo had been advertised at a reduced price.
 - We bought the stereo that had been advertised at a reduced price.
2. Iskandar is going to buy the house. We have been thinking of buying the house.
 - Iskandar is going to buy the house that we have been thinking of buying.
3. Budi is the man. We are going to recommend John for the job.
 - Budi is the man whom. We are going to recommend for the job.

Practicing

1. Mr. Andi will buy a new car. A new car has a great design.
2. Budi is going to go to abroad. He is a diplomat.
3. Iwan is an English instructor. He will buy a new car.

➤ **CAUSATIVE VERB**

- **CAUSATIVE VERBS:** the causative verbs are used to indicate that one person causes a second person to do something for the first person. One can cause somebody to do something for him or her by paying, asking, or forcing the person. (HAVE, GET, MAKE).

HAVE/GET

1. ACTIVE: **S+HAVE+COMPLEMENT+VERB IN SIMPLE FORM**
(Mary **had** John **wash** the car)
2. ACTIVE: **S+GET+COMPLEMENT+VERB IN INFINITIVE**
(Mary **got** John **to wash** the car)
3. PASSIVE: **S+HAVE/GET+COMPLEMENT+VERB IN PAST PARTICIPLE**
(Mary **got** the car **washed**) (Mary **had** the car **washed**)

MAKE: make can be followed only by a clause in the active voice. It is stronger than have or get. It means force.

S+MAKE+COMPLEMENT+VERB IN SIMPLE FORM

(The robber **made** the teller **give** him the money) the robber forced the teller to give him the money.

- **LET:** is usually added to the list of causative in grammar textbooks

S+LET+COMPLEMENT+VERB IN SIMPLE FORM

S+PERMIT/ALLOW+COMPLEMENT+VERB IN INFINITIVE

- John **let** his daughter **swim** with her friends.
(John **allowed** his daughter **to swim** with her friends.)
(John **permitted** his daughter **to swim** with her friends.)

- **HELP:** help is not actually a causative verb either, but is generally considered with causative verbs in grammar textbooks. It is usually followed by the simple form, but can followed by the infinitive in some cases. It means assist.

S+HELP+COMPLEMENT+VERB IN SIMPLE FORM

- John **helped** Mary the dishes.
- Jorge **helped** the old woman with the packages **(to) find** a taxi.
- The teacher **helped** Carolina **find** the research materials.

Practicing:

1. Toshiko had her car _____ (repair) by a mechanic.
2. Ellen got Marvin _____ (type) her paper.
3. I made Jane _____ (call) her friend on the telephone.
4. We got our house _____ (paint) last week.
5. The policemen made the suspect _____ (lie) on the ground.
6. Mark got his transcript _____ (send) to the university.
7. Maria is getting her hair _____ (cut) tomorrow.
8. We will have to get the Dean _____ (sign) this form.
9. She always has her car _____ (fix) by the same mechanic.
10. We have to help Janet _____ (find) her keys.

LISTENING, READING, WRITING, SPEAKING, AND TRANSLATING

Reading Comprehension 1

While I was eating dinner last night, my brother was watching his favorite television show. Just as I finished eating, my brother asked me a question. He wanted to know where Mr. Rahmat was born. I said I didn't remember where Mr. Rahmat said he was born. Then, my brother asked me another question. He always asks a lot of questions. He wanted to know if I knew Budi Setiawan. I said I knew Budi very well. I have known Budi for more than ten years. We used to leave the office at about 12 noon every day. Once in a while Budi and I used to go to the movies in the evening. After I answered both of my brother's questions, he started watching television again. Just as I was having a cup of coffee, when he called. I said I was just having a cup of coffee. He said he was going to the movies. He wanted to know if I wanted to go with him. I said I did. My brother wanted to know if he could go, too. I said he could go. He wanted to meet Budi Setiawan.

Reading Comprehension 2

My name is Farid Nurjaman. Yesterday afternoon I left the house at about 3 o'clock in the afternoon and didn't get home until 5.30. I went to see a friend of mine. My friend, Yully Rosmayanti, was in the hospital, and I went to visit her. We talked all afternoon. We talked about a lot of different subjects. We talked about the weather and we talked about a lot of different subjects. We talked about the weather and we talked about our old friends. I asked her if she knew anybody in Bandung, and she said she did. Then I asked her about her friends in Bandung. I asked a lot of questions. Then she asked me if I spoke French, and I said I spoke a little French. She wanted to know if I spoke French with a Sundanese accent, and I said I did. Then she asked me if I knew anybody in Paris. I said I had four or five friends in Paris. I answered almost all of her questions. Finally, I asked her if she wanted to watch television for a while, and she said she did. I said I had to go, and then I said goodbye. She asked me when I was coming back to visit her, and I said I didn't know. She said goodbye and I left the hospital at about 5 p.m.

Reading Comprehension 3

Although there are a growing number of people who have come to recognize that TV has something significant to do with the shaping of our society, you will find very few of them amongst the higher echelons of TV itself. In the whole world, especially both in America and Britain there is an eagerness on the part of TV executives to play down the importance of the small screen, except of course in the field of selling goods. This desire to minimize the social impact of TV is perfectly natural. If it could be conclusively proved that the electronic box was a major in determining the attitudes, the values and the aspirations of a nation then two awkward questions would have to be answered.

Is it right that a medium has such influence should be primarily concerned with the provision of entertainment and the advertising of goods? And an even more embarrassing question people might start asking is whether the men now running TV have the background, the authority, the understanding or the intelligence to be in control of such a vital part of the state apparatus. Because it is disrupting and disturbing life on almost every level in America and Britain, and because it is largely indulged in by what might be described as the first 'telly generations' - the age group from 17 to 22 - violence is the activity that has been most frequently linked with the consequence of TV. There are other even more important trends that might be aggravated or stimulated or hastened or provoked by the program content of TV.

The trivialisation of politics; the demoralization of institutions like the army, the trade unions, the law, the church; the contempt for authority; a healthy skepticism and a welcome permissiveness; a breaching of sexual taboos; an over simplification of complex issues which makes an electorate impatient with a political process that can not solve them. How much is TV responsible? Depending upon who you are, some of these trends will be welcomed and others deplored. But that they are helping to change society at a unprecedented rate can hardly be denied. Because the impact of these changes is relatively long-term and not easily pinpointed, there is a vast depth of unconcern about these developments. On violence, however, there is an intuitive suspicion that TV might have something to do with it. Yet the men running TV have gone to considerable lengths to assure us that we are unduly alarmed about nothing.

Practicing:

1. Give the title for each passage!
2. Translate each passage from English into Indonesian!
3. Make another sentence from the difficult words!
4. Make an essay at least 100 words into three paragraphs by choosing one of the title below:
 - a. Traffic Problems in The City
 - b. The Best Kind of Vacation/Holiday
 - c. The Advantages and Drawbacks of Television
 - d. A Frightening Experience
 - e. An Important Event in The Life
 - f. If I Had Ten Million Dollars
 - g. How To Be a Good Student
 - h. Housing Problem in Bandung
 - i. Indonesian are Friendly to Foreign
 - j. Unusual Dream

➤ **CONVERSATION**

Conversation 1: Greetings and Introduction

Dick : Hello Bob
Bob : Hello, Dick, how are you?
Dick : I'm fine, thank you. How are you?
Bob : I'm fine, thanks. I'm on my way to class.
Dick : What time is the class?
Bob : The class begins at nine o'clock.
Dick : Is it Mr. Todd the instructor?
Bob : No, Mr. Todd teaches Spanish. Mr. Joy is the instructor. Is that Mr. Joy? I want to meet him
Dick : All right.
(Dick and Bob walk toward Mr. Joy)
Bob : Good Morning Mr. Joy. I want to introduce a friend of mine Dick
Mr. Joy : How do you do, Dick.
Dick : How do you do, Mr. Joy. I'm glad to meet you.
Mr. Joy : Are you a student, Dick?
Dick : Yes, I study medicine
Mr. Joy : Is medicine a difficult subject?
Dick : Yes, I think. I study hard. I have a class this morning.
Mr. Joy : Well, the English class begins soon. I'm late, please excuse me. I hope to see you again.
Dick : Thank you. Good bye, Mr. Joy.

Conversation 2: Asking Direction

Sena : Hi Tya!, where are you going?
Tya : Hello Sena, I'm going to go to supermarket. Would you like to accompany me?
Sena : If you don't mind! Because I'm going to go there too.
Tya : I don't. it's better for me to go there with someone. Shall we?
(on the street)
Stranger : Excuse me. Can you show me the way to Hotel Santika?
Sena : Are you a tourist here?
Stranger : Yes, I'm just arrive from the bus station, and now looking for a place to stay. Sorry to trouble you, but can you show me?
Tya : Certainty. You just go straight a head on the end of the street, and you have to wait a public car number 01, then stop on jalan Merdeka. From there you walk to the left side about 50 metres follow the jalan riau, and you will find a large building. There you are!
Stranger : Thank you, but it rather difficult for me to remember and how much should I pay the fee?. Can you tell me a simple direction?
Sena : Of course. If you take a public car, you would be charged Rp 500 for the fee. But if U don't, just stop the taxi & ask the driver to go to Hotel Santika.
Stranger : I see but anyway thank you very much. It's nice to know you both?
Tya : My pleasure. Good bye.

Conversation 3: Address

Andi : Where do you live Herman?
Herman : I live on Jalan Wartawan Buah Batu
Andi : What number is your house?
Herman : Number 5
Andi : Does Yudha live near you?
Herman : No he doesn't
Andi : What street does he live on?
Herman : He lives on Jalan Pasigaran
Andi : Is it far from the STT Telkom campus?
Herman : No, not so far. Just about half km from the campus.
Andi : And what's your office address?
Herman : It is at number 14 Jalan Banjaran
Andi : Does it have a telephone number?
Herman : Yes, the number is 5940688

Conversation 4: Shopping

Situation I:

- B : Good morning madam, can I help you?
A : I would like to buy some gloves and a bag. Can you show me?
B : Certainly. What would you like to buy?
A : I want a pair of brown gloves, size 6. What's the price of this pair?
B : They're Rp. 40.000. They wear very well.
A : The price is quite fair, I'll take one pair. Can you show me a brown bag to match the gloves?
B : Here's a nice one. It's the latest style.
A : It's pretty. How much does it cost?
B : It's Rp. 100.000. Do you want a larger bag?
A : That's too expensive. Do you have a cheaper bag?
B : Of course. How about this? It's only Rp. 80.000
A : This one will do. I'll take it. Please wrap the bag and the gloves together? Can I pay them with a credit card?
B : Absolutely madam.
A : By the way, can you show me where the household counter?
B : On the fourth floor. You can use the elevator over there. ..., Here is your bag and the gloves. Have a nice day madam!
A : Thank you.

Situation II:

- A : There's a lot of traffic on Market Street. Is this the shopping district?
B : Yes, it is. There are a lot of stores, office buildings and theatres near here.
A : What's the large building on the left?
B : That's Yogya department store. They sell clothing, furniture, food, stationary and almost everything.
A : Do you buy everything in the same store? That's very handy, isn't it? It saves a lot of time. I want to visit an Matahari department store sometime. I need some clothes.
B : There's men's clothing store next to the bank building on the right. There are also some good stores on Jalan Kepatihan.
A : That's beautiful theatre on the corner. What do all the signs in front of it mean?
B : There's a new play there tonight. John Hamilton is playing "Mr. Handsome". The building next to the theatre is the Alun-alun Hotel.
A : Is that the post office across the street.
B : No, that's the BRI Tower. The post office is on Jalan Asia Afrika. It's between the bus station and the Preanger Hotel.
A : Is that far from here?
B : No, it's just three blocks straight ahead.

Conversation 5: At The Hotel (Have no reservation yet)

- Receptionist : Good afternoon, sir. Can I help you?
Mr. Alex : Good afternoon, is there a vacant room to be used?
Receptionist : Of course sir, but have you had a reservation?
Mr. Alex : I haven't, I just arrived from the airport. Now I need a room to stay.
Receptionist : I see. There are many of rooms. What type of room do you prefer?
Mr. Alex : I want a room with a single bed.
Receptionist : I think that was full booked already. But let me see(the receptionist look at her computer). Oh.. You are lucky, there is only one room left, because another guest has already cancelled his reservation.
Mr. Alex : Does the room include the TV set?
Receptionist : Of course. Would you like to fill this registration form, please!
Mr. Alex : (Mr. Alex is seeing the registration form and filling it) Should I have to fill this information?
Receptionist : No, You should not. It's just for the hotel use only.
Mr. Alex : Well, here it is.
Receptionist : (The receptionist is looking the registration form at a glance) Well here is you key room. Your room number is 76 on the third floor.
Mr. Alex : Thank you then. Could you take care of my bag?
Receptionist : Certainly, I will ask the porter to bring tem in to you room. Have a nice sleep sir!
Mr. Alex : Thank you.

Practicing: Make a conversation based on these conditions below!

1. Introducing a close friend to your mother/father
2. Introducing yourself to a new friend/supervisor/colleague
3. Introducing your brothers/sisters to a friend
4. Introducing your girlfriend/boyfriend to your parents

➤ **EXPRESSION**

- Excuse me. Can you tell me the way to Hotel Indonesia?
- Excuse me, but could you tell me where the museum is?
- Excuse me, but is this the way to the post-office?
- Excuse me. What's the best way to get to Gambir station?
- Excuse me. I'm looking for this address. Can you direct me?
- Excuse me, but could you direct me to the Department of Foreign Affairs?
- Sorry to trouble you, but can you show me the way to the Yogya Department Store?
- Excuse me. Which way is the station, please?
- Excuse me. How can I get to Lapangan Gasibu?
- Yes, go straight on the end of the street.
- Certainly. It's that large building over there.
- Yes. Keep going straight on.
- Follow the main road. You will come to the station in a few minutes.
- Turn right at the second corner. You'll see a small bookshop on the left.
- It's next door to a school.
- It's the third house from the corner.
- It's about five doors from the corner.
- It's about ten minutes' walk from Hotel Indonesia.
- It's on the right side of the street.
- Let me draw you a map.
- Sorry. I'm a stranger here myself.
- go down
- go along
- turn left/turn to the left
- on your left/right side
- T-junction
- Crossroad
- go up
- go straight/ahead
- turn right/turn to the right
- traffic light
- Intersection
- Round about

Practicing:

1. Describe the direction from your house to:
 - a. Lapangan Gasibu.
 - b. BIP.
 - c. Alun-alun.
 - d. Train Station.
 - e. Bus Station (KALAPA/LEUWIPANJANG/CICAHEUM).
 - f. Airport.

2. If we situated on Jl Asia Afrika, explain how to go to:
 - a. Banjaran
 - b. Buah Batu
 - c. Lembang
 - d. Kopo
 - e. Caringin
 - f. Cit Hall

➤ **APPLICATION LETTER**

Bandung, 6 January 2002

Human Resource Development
PT. Dewa Ruci Pemata Indah
Jl. Raya Cicalengka No. 212 Bandung

Dear Sir/Madam,

I graduated from Padjajaran University Bandung, and I am seeking a career as a management trainee. In addition to my recent technical training, my work background includes six years of customer service experience in the areas of complaint, second billing, and orders. I also have gained experience with payrolls, inventories, and electronic filing systems.

I sincerely appreciate your time and consideration concerning my desire for employment with your company in which I would incorporate all of the above qualifications as well as sincerity and enthusiasm in building career in the manufacture company.

I am available to come for an interview at your earliest convenience. You may contact me at the address on the enclosed curriculum vitae.

Very truly yours,

Ahmad Darmawan, S.E.

Bandung, 23 October 2001

ATTN:
To Whom It May Concern

Dear Sir/Madam,

With reference to your advertisement for an **English Bachelor** which was advertised in Pikiran Rakyat on 20 October 2001, so that, I would like to apply for the post.

I am 25 years old and graduated from School of Foreign Languages, Foundation of Tourism Indonesia (STBA YAPARI-ABA) in Bandung and studied English Language as the major subject, from 1994-1997 for the **Diploma III**, and took my **S-1** degree at the same school in 1999. I also had taken up the **Management** as the major until fifth semester at Jenderal Achmad Yani University (UNJANI) Cimahi - Bandung.

As you will see from my CV, I have a variety of interests and capabilities and enjoy working with other people. Now I am seeking other challenging opportunity to enrich my experience. I would greatly appreciate an opportunity to convince you that *my services would be an asset to your company*.

I enclose my curriculum vitae and would be glad to meet you for an interview any day. I look forward to hearing from you.

Your sincerely,

Susena Setya Yudha

CURRICULUM VITAE

Personal Data

Full Name : Susena Setya Yudha
Residence : Jl. Selayang Pandang No. 123 RT 07/09 Bandung
Office : Jl. Raya Melankolis KM 123 Kec. Romantis Bandung 40123
Phone Number : 123456 (Office) - 654321 (Residence) - 0812123456 (HP)
Place & DoB : Bandung, August 17th 1945
Sex / Ethnic : Male / Javanese
Marital Status : Single

Educational Background

1998 - 1999 : S-1 Degree, **Majoring in English Dept. at Univ XXX - Bdg (GPA: 2.83)**
1998 - 1999 : Fifth Semester, **Majoring in Management, at Univ XXX - Extension Program, West Java (GPA: 3.01)**
1994 - 1997 : Diploma III, **Majoring in English Dept at Univ XXX - Bandung**
1994 - 1995 : Diploma I, **Majoring in Information Computer, at Univ XXX - Bandung**

Training

2000 : P2K3 Training by Kanwil Depnaker West Java Province
1998 : Tax Course, LPPA Piksi Agam, Bandung
1998 : Accounting Computer Course, LPK AKBI, Bandung
1997 : Export - Import Course, LPK Pauline, Bandung

Working Experiences

2001 - : **Audit Dept. (May 01 - ...) at PT. XXX - Bandung**
Job Responsibility: Finance Auditing; Production Auditing; Company's Regulation Compliance
2000 - 2001 : **General Affair Dept. (May 2000 - April 2001) at PT. XXX - Bandung**
Job Responsibility: Maintenance Building; Waste Handling Management; Drinking Water Production; Environment Handling; Insurance Handling; Public Relation; Office Supplies Handling; Vehicle Handling; Legal & Permit Handling
2000 - 2000 : **Assistant to Vice General Manager Administration (Feb 00 - April 00) at PT. XXX.**
Job Responsibility: Assist to Personnel Department Management; Assist to General Affair Department Management; Assist to Security Department Management; Assist to Dormitory Department Management
1999 - 2000 : **Managing own Company Yudika bros-operating in goods & services business, Turnover: Rp. 10 M/month**
Job Responsibility: Education Consulting and Services Handling; General Selling Handling; Telecommunication Services Handling; and Food & Beverage Services Handling
1999 - 2000 : **Staff of Tutor at English Consultant, Bandung**
1995 - 2000 : **Freelance Translator and Tutor for English & Computer**
1995 - 1997 : **Staff of Tutor for English & Computer at LPBK Avinda, Bdg**

Organization Experiences

College : ♦ (1995) Deputy of Student Orientation Committee at Univ XXX
♦ (1994) Third Place (Representative of Univ XXX) in P-4 Discussing Competition - Bandung Municipality
♦ (1994) First Place of the big seventeen in Penataran P-4 at Univ XXX
♦ (1994) Deputy of Lifting 1994 at STBA
Senior High : ♦ (1992) Member of PASKIBRA for Bandung Region
♦ (1992) Chairman of Organization Inter School - Senior High
♦ (1991) Member of Youth Parade Supporter (Kirab Remaja)

Capabilities

Language : Fluent English in written and oral.
Computer : Mastering in DOS, Windows 3.11 - 95 - 97 - 98 - 2000, Microsoft Office Integration 97 and others essential program, and familiar with Internet Browser as well.
Administration : Basic Accounting, Taxes, Document Controlling & Organizing.
Skills : Having good communication and be able to work both independently and teamwork as well; Having High Motivation, Dedication, and Responsibility; Having good command in negotiation as a facilitator.

Interest:

Travelling, readings, music, camping, sports.

Motto:

Smart Work not Hard Work

*** This CV was written truly ***
SSY

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VERB PATTERNS

VERB PATTERN 1	
S + V + DIRECT OBJECT	
1. I KNOW YOUR NAME	3. THIS CLIMATE DOESN'T SUIT ME
2. WHO KNOWS THE ANSWER	4. SHE LAUGHED A MERRY LAUGH

VERB PATTERN 2						
S + V + (NOT) + TO INF						
1. IT CAME ON TO RAIN				2. IT HAS BEGUN TO RAIN		
Attempt	Dare	Fear	Learn	Ought	Refuse	Want
Begin	Decide	Forget	Like	Plan	Regret	Wish
Cease	Desire	Guarantee	Love	Prefer	Remember	
Come on	Endeavour	Have	Mean	Pretend	Start	
Commence	Expect	Hope	Need	Promise	Swear	
Continue	Intend	Offer	Propose	Try		

NOTE:

S + (HAD BETTER/WOULD RATHER/MODALS) + INF

YOU HAD BETTER START AT ONCE

VERB PATTERN 3						
S + V + PRO (NOUN) + (NOT) + TO INF						
1. THE RAIN CAUSED 'T WEEDS TO GROW FAST				2. I TELL YOU NOT TO SMOKE HERE!		
Advise	Choose	Entreat	Invite	Permit	Request	Warn
Allow	Command	Expect	Lead	Persuade	Teach	Wish
Ask	Compell	Force	Leave	Prefer	Tell	Oblige
Bear	Dare	Hate	Like	Prepare	Tempt	
Beg	Decide	Help	Love	Press	Trouble	
Cause	Determine	Instruct	Mean	Promise	Urge	
Challenge	Encourage	Intend	Order	Remind	Want	

VERB PATTERN 4						
S + V + PRO (NOUN) + (TO BE) COMPLEMENT						
1. PEOPLE SUPPOSED HIM (TO BE) INNOCENT				2. WE BELIEVE 'T MAN TO HAVE BEEN A SPY		
Acknowledge	Deny	Imagine	Realize	Suspect		
Believe	Feel	Judge	Report	Think		
Consider	Find	Know	See	Understand		
Declare	Guess	Prove	Suppose			

VERB PATTERN 5						
S + V + PRO (NOUN) + INF						
1. DID YOU SEE HIM GO OUT? WAS HE SEEN TO GO OUT? (PASSIVE)				2. THEY MADE ME DO IT I WAS MADE TO DO IT (PASSIVE)		
Feel	Look at	Observe	Watch	Have	Know	Make
Hear	Notice	See		Help	Let	

VERB PATTERN 6					
S + V + PRO (NOUN) + PRESENT PARTICIPLE					
1. I SAW THE BOY CROSS (VP 5)			1. THEY LEFT ME WAITING OUTSIDE		
2. I SAW THE BOY CROSSING (VP 6)			2. I WAS LEFT WAITING OUTSIDE (PV)		
Feel	Look at	Perceive	Catch	Keep	Set
Hear	Notice	See	Find	Leave	Start
Listen to	Observe	Smell	Imagine	Meet	

VERB PATTERN 7						
S + V + O + ADJECTIVE						
1. THE CAT LICKED THE SAUCER CLEAN				2. SHE BOILED THE EGGS HARD		
Bake	Colour	Fill	Keep	Make	Sweep	Wipe
Beat	Cut	Find	Leave	Paint	Turn	Wish
Boil	Drive	Get	Lick	See	Want	
Burn	Dye	Hammer	Like	Set	Wash	

NOTE: ADJECTIVE: OPEN, CLEAN, FLAT, HARD, BLACK AND BLUE, WARM, WIDE, PAINFUL, EMPTY, WELL, INTERESTED, HAPPY, BUSY, LIVELY, FREE, GUILTY.

VERB PATTERN 8					
S + V + O + COMPLEMENT					
1. WE APPOINTED HIM MANAGER			2. THEY ELECTED MR GREY (AS) CHAIRMAN		
Appoint	Choose	Designate	Entitle	Name	Select
Baptize	Christen	Dub	Find	Nickname	
Call	Crown	Elect	Leave	Nominate	

VERB PATTERN 9					
S + V + O + PAST PARTICIPLE					
1. I HEARD MY NAME CALLED			2. SHE HAS HAD HER PURSE STOLEN		
Feel	Like	See	Get	Hear	Wish
Find	Make	Want	Have	Prefer	

VERB PATTERN 10
A. S + V + O + ADVERBIAL PARTICLE (WITH AN ADVERBIAL PARTICLE)
1. WHEN THE OBJECT IS A PRONOUN OR SHORT (S + V + O + ADVERBIAL PARTICLE)
- PUT YOUR HAT ON!
- PUT IT ON! (NEVER PUT ON IT!)
2. WHEN THE OBJECT IS LONG (S + V + ADVERBIAL PARTICLE + O)
- HE GAVE AWAY EVERY PENNY HE HAD
- PLEASE BRING IN THOSE CHAIRS IN THE GARDEN!
B. S + V + O + ADVERBIAL PHRASE (WITH AN ADVERBIAL PHRASE)
- PLEASE PUT THE BOOK ON THE TABLE!
- DON'T THROW IT OUT OF THE WINDOW!
C. S + V + O + TO INF OR CLAUSE (WITH A TO INF OR A CLAUSE)
- I SEND TOM TO BUY THE STAMPS (VP 10)
- I WANT TOM TO BUY THE STAMPS (VP 3)
- WE FOUND THE BOOKS WHERE WE HAD LEFT THEM: WHY? ; WHAT - FOR?

VERB PATTERN 11							
S + V + THAT-CLAUSE							
1. HE SAID (THAT) HE WAS ALWAYS BUSY				2. WE SAW THAT THE PLAN WOULD FAIL			
Acknowledge	Confess	Deny	Fear	Imagine	Mean	Prefer	Urge
Admit	Declare	Doubt	Feel	Insist	Mind	Propose	Wish
Believe	Demand	Expect	Hear	Intend	Notice	Think	Wonder
Command	Demonstrate	Explain	Hope	Know	Perceive	Understand	

VERB PATTERN 12			
S + V + O + THAT-CLAUSE			
1. DID HE WARN YOU THAT MIGHT BE LATE?		2. THEY TOLD ME THAT I WAS TOO EARLY	
Assure	Promise	Satisfy	Teach
Inform	Remind	Tell	Warn

VERB PATTERN 13						
S + V + CONJUNCTIVE + TO INF						
1. I WONDER HOW TO GET THERE			2. I WILL INQUIRE WHO TO CONSULT			
Ask	Discover	Forget	Know	Remember	Tell	Wonder
Consider	Explain	Guess	Learn	See	Think	
Decide	Find out	Inquire	Observe	Settle	Understand	

VERB PATTERN 14					
S + V + O + CONJUNCTIVE + TO INF					
1. I SHOWED THEM HOW TO DO IT			2. INFORM ME WHERE TO GET TICKET!		
Advise	Ask	Inform	Show	Tell	Teach

VERB PATTERN 15					
S + V + CONJUNCTIVE + CLAUSE					
1. I WONDER WHY SHE HASN'T COME			2. DO YOU KNOW WHAT HER NAME IS?		
Ask	Decide	Determine	Imagine	Say	Tell
Believe	Discover	Doubt	Know	Show	Understand
Debate	Discuss	Find out	Reveal	Suggest	Wonder

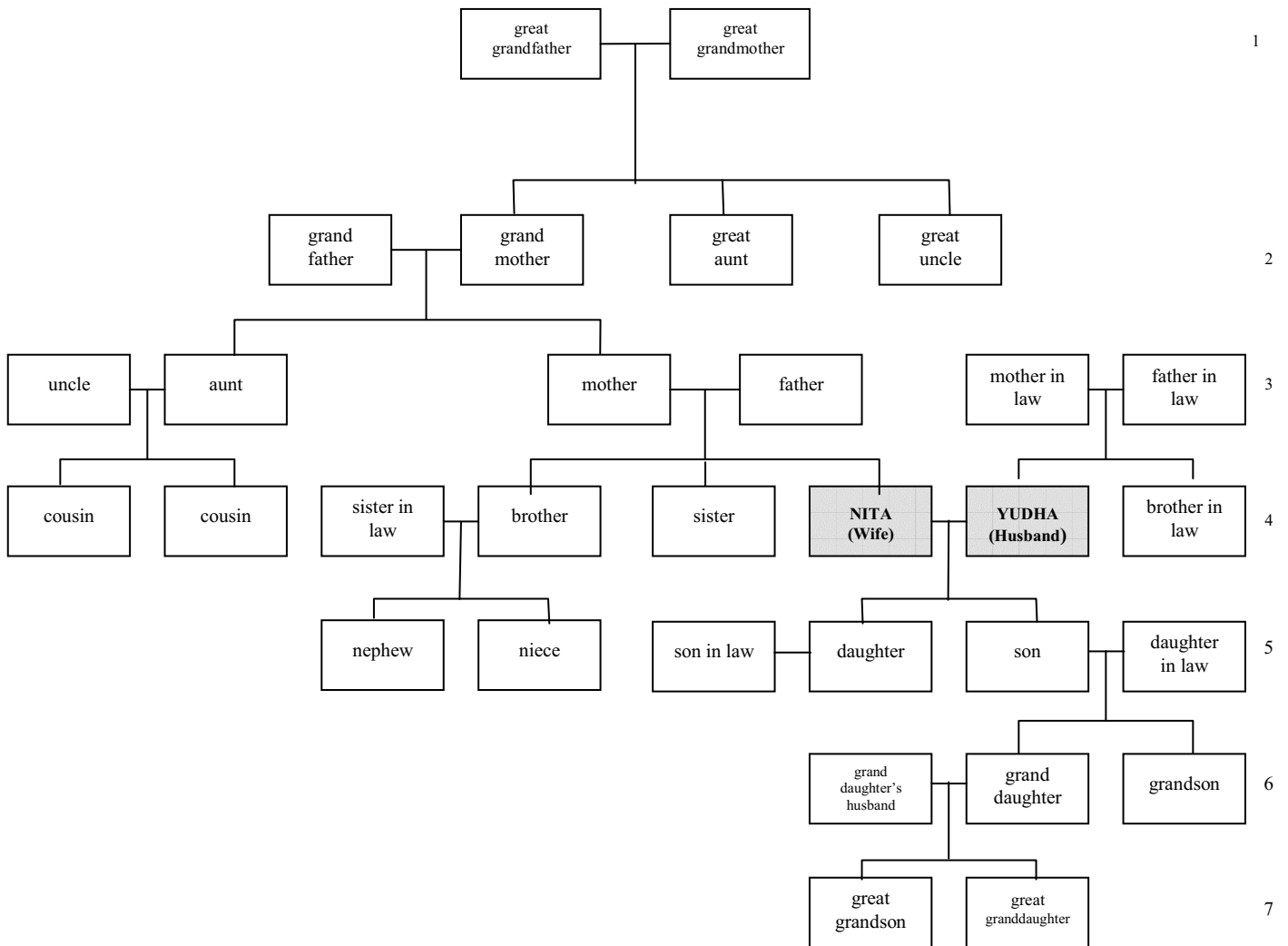
VERB PATTERN 16					
S + V + O + CONJUNCTIVE + CLAUSE					
1. CAN U TELL ME WHERE THE STATION IS?			2. U'VE ADVISED ME WHETHER I SHOULD GO		
Ask	Advise	Inform	Show	Tell	Teach

VERB PATTERN 17							
S + V + GERUND [VERBS WHICH ARE ALWAYS FOLLOWED BY A GERUND]							
1. HAS IT LEFT OFF RAINING YET?				2. WOULD U MIND COMING EARLIER NEXT?			
Admit	Avoid	Dislike	Excuse	Insist on	Leave off	Practice	Risk
Advise	Consider	Discontinue	Forgive	Give up	Put off	Postpone	Stand
Allow	Delay	Fancy	Finish	Help	Keep (on)	Permit	Understand
Appreciate	Deny	Enjoy	Forbid	Mind	Miss	Suggest	
S + V + GERUND [VERBS WHICH MAY BE FOLLOWED BY A TO INF]							
1. HE CAN'T BEAR BEING DISTURBED				2. WE MUST GO ON WORKING			
Bear	Commence	Forget	Intend	Mean	Propose	Start	
Begin	Continue	Go on	Like	Neglect	Regret	Stop	
Cease	Endure	Hate	Love	Prefer	Remember	Try	
S + V + GERUND [VERBS WHICH ARE FOLLOWED BY A GERUND WITH A PASSIVE MEANING]							
1. HIS BRAVE ACTION DESERVES REWARDING				2. MY SHOES WANT MENDING			

VERB PATTERN 18							
A. S + V + DIRECT OBJECT + PREPOTITION [TO] + INDIRECT OBJECT							
1. HE READ THE LETTER TO ALL HIS FRIENDS				2. HE SOLD HIS CAR TO A MAN FROM LEEDS			
Allot	Deny	Give	Offer	Permit	Refuse	Send	Tell
Allow	Do	Grant	Owe	Promise	Render	Show	Throw
Award	Fetch	Hand	Pass	Read	Restore	Take	Write
Bring	Get	Lend	Pay	Recommend	Sell	Teach	
B. S + V + DORECT OBJECT + PREPOTITION [FOR] + INDIRECT OBJECT							
1. SHE BOUGHT A DICT FOR HER BROTH				2. BILL CALLED A TAXI FOR HER SIS			
Boil	Buy	Choose	Fetch	Make	Play	Spare	
Bring	Call	Cook	Get	Order	Reach	Write	
Build	Cash	Do	Leave	Paint	Save		
C. S + V + DIRECT OBJECT + PREPOTITION [ALL] +PREPOTITION OBJECT							
1. I CONGRATULATED HIM ON HIS SUCCESS				2. EXCUSE ME FOR BEING LATE			

VERB PATTERN 19	
S + V + INDIRECT OBJECT + DIRECT OBJECT	
1. THEY GAVE HIM THE FIRST PRIZE	2. SHOW ME THE BOOKS!

FAMILY RELATIONSHIPS



1. Great Grandparents
2. Grand Parents
3. Parents
4. YOU
5. Children
6. Grand Children
7. Great Grandchildren

NUMBER

A. Cardinal

1	:	one	11	:	eleven	100	:	(one) hundred
2	:	two	12	:	twelve	101	:	(one) hundred and one
3	:	three	13	:	thirteen	1000	:	(one) thousand
4	:	four	15	:	fifteen	1001	:	(one) thousand and one
5	:	five	19	:	nineteen	5000	:	five thousand
6	:	six	20	:	twenty	7226	:	seven thousand two hundred and twenty six
7	:	seven	21	:	twenty – one	9999	:	nine thousand nine hundred and ninety nine
8	:	eight	30	:	thirty	100,000	:	(one) hundred thousand
9	:	nine	80	:	eighty	100,001	:	(one) hundred thousand and one
10	:	ten	90	:	ninety	1,000,000,000	:	(one) billion

B. Ordinal

1 st	:	first	11 th	:	eleventh
2 nd	:	second	12 th	:	twelfth
3 rd	:	third	13 th	:	thirteenth
4 th	:	fourth	15 th	:	fifteenth
5 th	:	fifth	19 th	:	nineteenth
6 th	:	sixth	20 th	:	twentieth
7 th	:	seventh	21 st	:	twenty-first
8 th	:	eighth	22 nd	:	twenty-second
9 th	:	ninth	23 rd	:	twenty-third
10 th	:	tenth	90 th	:	ninetieth

TELLING THE TIME

A.M. : Ante Meridian / 00.00 – 12.00

P.M. : Post Meridian / 12.00 – 00.00

- Time Distribution:

00.00 – 11.59 : morning

12.00 : noon

12.01 – 17.59 : afternoon

18.00 – 00.00 : evening

- Time Practicing:

02.00	:	two o'clock	02.15	:	a quarter past two	02.16	:	two sixteen a.m.
04.10	:	four and ten	04.30	:	a half past four	05.30	:	a half past five a.m.
06.20	:	six - twenty	06.45	:	a quarter to seven	11.59	:	eleven fifty nine a.m.
09.55	:	nine – fifty five	10.00	:	ten hundred	12.00	:	twelve hundred noon
12.12	:	twelve – twelve	12.15	:	a quarter past twelve	12.01	:	twelve and one p.m.
16.41	:	four – forty one	12.30	:	a half past twelve	16.17	:	sixteen seventeen
21.05	:	nine o five	12.30	:	a half to one	17.35	:	five thirty five p.m.
23.07	:	eleven and seven	21.45	:	a quarter to ten	22.45	:	a quarter to eleven p.m.

ANSWER KEY

NOUN

1. Make a sentence from:
 - a. Proper Noun
 - Personal name: Mr. Joe Lee is GM PT. Feng Tay Indonesia Enterprises.
 - Name of geographic units: Bandung City is one of the big 5th city in Indonesia.
 - Name of nationality and Religion: I live in Indonesia.
 - Name of holiday: Our family will plan to take vacation on Idul Fitri Holiday.
 - Name of time unit: I have a date with my new girl this Saturday.
 - Words used for personification: Liberty is a statue that reflects the independence of USA.
 - b. Concrete and Abstract Noun
 - Concrete noun: My wife loves flowers and animals.
 - Abstract noun: Hygiene water is very important for mankind.
 - c. Countable and Uncountable Noun
 - Countable Noun: I eat banana everyday.
 - Uncountable Noun: Drinking milk is very good for our health.
 - d. **Collective Noun: The government announced the Idul Fitri Holiday on every media.**
 - e. **Noun Compound:**
 - noun + noun: I bought those shoes at Matahari Department store.
 - possessive noun + noun: (lady's maid, artist's model)
 - adjective + noun: (blue print, black bird)
 - verb + noun: (pick pocket, flash light, dance team)
 - noun + verb: (handshake, lifeguard)
 - gerund + noun: (dining room, punching bag, wearing apparel)
 - noun + gerund: (house cleaning, water skiing)
 - preposition + noun: The overall investigation will be accomplished on 2 days.
 - verb + preposition-adverb: My child had been grown up.
 - noun + prepositional phrase: I have two son in law from my first wife
2. Identify the following nouns as count or uncountable nouns according to the usual meaning!

Television (count)	Atmosphere (nc)	Food (non count)	Cup (count)
Car (count)	Person (count)	Tooth (count)	Money (count)
News (non count)	Water (non count)	Soap (non count)	Hydrogen (nc)
Geography (nc)	Pencil (count)	Soup (non count)	Minute (count)
3. Choose the correct determiners in the following sentences
 - a. He doesn't have (~~many~~/much) money.
 - b. I would like (~~a few~~/ a little) salt on my vegetables.
 - c. She bought (~~that~~/those) card last night.
 - d. There are (~~less~~/fewer) students in this room than in the net room.
 - e. There I (~~too much~~/~~too many~~) bad news on television tonight.
 - f. I do not want (~~these~~/this) water.
 - g. This is (~~too many~~/too much) information to learn.
 - h. A (~~few~~/~~little~~) people left early.
 - i. Would you like (~~less~~/~~fewer~~) coffee than this?
 - j. This jacket costs (~~too much~~/~~too many~~).

PRONOUN

1. I go to school with (~~he~~/him) every day.
2. I see (~~she~~/her/~~herself~~) at the BIP everyday Friday.
3. She speaks to (~~we~~/us/~~ourselves~~) every morning.
4. Isn't (~~she~~/~~her~~) a nice person?
5. (~~He~~/~~him~~) is going to Tokyo on vacation.
6. (~~She~~/~~Her~~) and Budi gave the money to the boy.
7. (~~Yours~~/Your) book is broken and ~~my~~/mine) is too.
8. I hurt (~~my~~/~~mine~~/~~the~~) leg.
9. Budi bought (~~himself~~/~~herself~~/~~hisself~~) a new coat.
10. (~~We~~/~~Us~~) girls are going camping over the weekend.
11. Mr. Andi cut (~~hisself~~/himself) shaving.
12. We like (~~our~~/~~ours~~) new car very much.
13. The dog bit (~~he~~/her) on the leg.
14. Budi (~~he~~/himself) went to the meeting.
15. You'll stick (~~you~~/~~your~~/~~yourself~~) with the pins if you are not careful.
16. Tanti and (~~I~~/~~me~~) would rather go to the movies.
17. Everyone has to do (~~their~~/his) own research.
18. Just between you and (~~I~~/~~me~~), I don't like this food.
19. Monday is holiday for (~~we~~/us) teachers.
20. (~~Her~~/~~Hers~~) car doesn't go as fast as (~~our~~/~~ours~~).

ADJECTIVE

1. Make a sentence by using Determiner and Descriptive adjective!
2. Make a sentence for Positive, Comparative and Superlative Degree from the following verbs:
 - a. big
 - b. wide
 - c. pretty
 - d. handsome
 - e. large
3. Make a sentence by using by irregular adjective!

ADVERB

Circle the correct form in parentheses!

1. Rita plays the violin (good/well)
2. That is an (intense/intensely) novel
3. The sun is shining (bright/brightly)
4. The girls speak (fluent/fluently) French
5. The boys speak Spanish (fluent/fluently)
6. The table has a (smooth/smoothly) surface
7. We must figure our income tax returns (accurate/accurately)
8. We don' like to drink (bitter/bitterly)
9. The plan will arrive (soon/soonly)
10. He had an accident because he was driving too (fast/fastly)

AUXILIARY

1. Create 3 sentences by using 'Tense auxiliaries'!
2. Create 3 sentences by using 'Do auxiliaries'!
3. Create 3 sentences by using 'Modal auxiliaries'!

ARTICLE

1. Iwan's father bought him the bicycle that he had wanted for his birthday.
2. The statue of Liberty was a gift of friendship from a France to the United States.
3. Rita is studying a English and a math this semester.
4. The judge asked the witness to tell the truth.
5. Please give me a cup of coffee with a cream and a sugar.
6. The big books on the table are for my history class.
7. No one in the or a Spanish class knew the correct answer to a Mrs. Perez's question.
8. My a car is four years old and it still runs well.
9. When you go to the store, please buy a bottle of a chocolate milk and a dozen oranges.
10. There are only a few seats left for a tonight's musical at the university.
11. Budi and Tanti went to a school yesterday and then studied in the library before returning home.
12. a Lake Erie is one of the five Great Lakes in a North America.
13. On our trip to a Spain, we crossed the Atlantic Ocean.
14. a Mount Rushmore is the site of a or the magnificent tribute to a four great American presidents.
15. What did you eat for a breakfast this morning?
16. Budi played a basketball and a baseball at the Boy's Club this year.
17. Rita plays the or a violin and her sister plays the or a guitar.
18. While we were in a Alaska, we saw a Eskimo village.
19. Rahmat can't go to the movies tonight because he has to write a essay.
20. David attended a Princeton University.

PREPOSITION

(1) During the summer, we went (2) to the beach every day. We stayed (3) at a lovely motel right (4) on the beach. (5) In the morning we would get up (6) at 9:30, have breakfast, and then spend four hours (7) in/at/around/near the pool (8) with all other guests. (9) At 1:00 we would have lunch (10) in our room. (11) For lunch we would eat something light like sandwiches and fruit. (12) In/During the afternoon we would return (13) to the pool area and sit (14) in the sun (15) for a while. (16) At night we would take long walks (17) on/along the beach or visit some friends who lived (18) at 520 Orchid Avenue (19) in Daytona Beach.

Many people from (20) out (21) of town stayed (22) at that motel. Like us, they had been coming (23) to that same motel (24) since 1975. Most (25) of them were (26) from Ohio. (27) From time (28) to time we would eat out (29) at a nice restaurant, where we did not have to wait long (30) for the waitress to serve us. (31) In/During July it is usually very crowded, but this year (32) at least, it was not as crowded as (33) in the past. Once (34) in a while we went (35) to the movies (36) at the theater (37) on the corner (38) of Las Olas Boulevard and Castillo Avenue. We arrived there (39) in no time (40) at all (41) by car. We sat (42) in the middle (43) of the theater, (44) in the twelfth row. The movie started (45) at 7:00 sharp, so we got there just (46) in time to

buy some popcorn and find our seat. (47) **At** first, I thought I would not enjoy it, but (48) **in** the end, it turned (49) **out** to be a very interesting movie. (50) **On** the whole, it was an enjoyable evening.

We decided to get a Coke (51) **out** (52) **of** the machine, but unfortunately it was (53) **out** (54) **of** order. So (55) **in** place (56) **of** the Coke, we decided to get some ice cream (57) **at** the Dairy Isle which was located (58) **on/at** the corner (59) **of** Harper Ave, and Washington St.

(60) **After/upon** returning (61) **to** our motel, I decided to finish reading my novel. It is (62) **by** far the most exciting book that Victoria Holt has ever written. (63) **For** the most part, her book deals (64) **with** a group (65) **of** archeologists who went (66) **to** Egypt (67) **in** hopes (68) **of** discovering some pharaoh's tomb. (69) **By** accident they uncovered a plot to smuggle the treasures (70) **out** (71) **of** Egypt. (72) **Of** course the archeologists got (73) **in** touch (74) **with** the authorities, who had heard some rumors about smuggling off and (75) **on**. All (76) **of** a sudden, one day the police showed up and caught them (77) **in** the act and arrested them.

CONJUNCTION

A. Material

→ Conjunction is members of a small class that have no characteristic form and thy function chiefly as non movable structure words that join such units as part of speech, phrases, or clauses.

1. Coordinate Conjunction: The coordinate conjunction joins structural units that are equal grammatically.

Example: and, or, but, yet, so, for

- I love math and I like singing.
- I am a policeman or I am a law justice.
- I don' like banana but I like mango.
- I am a first rank, so I am clever.

2. Subordinate Conjunction: The subordinate conjunction is a clause that depends on a **ain** or independent clause.

Example: after, although, as, because, before, if, since, that, though, until, unless, while, etc.

- She never saw him again after he left town.
- Although he had never liked math, he decided to take a course in statistics.
- As she was leaving the house, the mailman arrived with a package.
- If the temperature drops tonight, the lake will freeze over.
- He never goes to any social function unless his wife can come with him.
- Please watch my baggage while I purchase my train ticket.

B. Practicing

1. Make a sentence for coordinate conjunction!
2. Make a sentence for subordinate conjunction!

TENSES AND ASPECTS

1. Make a sentence from 16 tenses above!
2. Make above sentences become interrogative!
3. Identify what tenses for below sentences!
 - a. Somebody calls the president every day. (Present Tense)
 - b. John is calling the other members. (Present Continuous Tense)
 - c. Martha was delivering the documents to the department. (Past Continuous Tense)
 - d. The other members have repealed the amendment. (Present Perfect Tense)
 - e. The delegates had received the information before the recess.
 - f. The teacher should buy the supplies for this class. (Present Tense)
 - g. Somebody will call Mr. Watson tonight. (Future Tense)
 - h. The fire has caused considerable damage. (Present Perfect Tense)
 - i. The company was developing a new procedure before the bankruptcy hearings began. (Past Cont.)
 - j. John will have received the papers. (Future Perfect Tense)
 - k. Don't let the others see you. (Present Tense)
 - l. They gave the thief a fair trial and sent him to prison. (Past Tense)
 - m. They tell me somebody has shot your uncle. (Present Tense)
 - n. They can't put you in prison if they haven't tried you. (Present Tense)
 - o. Somebody has locked the box and I can't open it. (Present Perfect Tense)
 - p. Somebody has found the boy the people wanted. (Present Perfect Tense)
 - q. There's a new block of flats they are building down the road; perhaps you'd like someone to introduce you to the landlord. (Present Tense)
 - r. People no longer say that anyone inhabits Mars any more than the moon. (Present Tense)
 - s. Nobody would have stared at him if they had told him beforehand what clothes one had to wear in such a place. (Past Future Perfect Tense)
 - t. When women have disappointed you as many fimes as they have him, you can truly say (that) bad luck had dogged you. (Present Perfect Tense)

IDIOMS

I. Fill the blank with the appropriate idioms!

1. He is looking for (seeking) the pen which he lost yesterday.
2. You will have to look up (search for) his number in the telephone book.
3. I will look over (examine) this and return it to you tomorrow.
4. He stood looking out (watching) me as though he had never seen me before.

II. Make up sentences!

- | | | |
|----------------|----------------|--------------------------|
| 1. to put on | 4. to call up | 7. to make up one's mind |
| 2. to put off | 5. to call on | 8. to make believe |
| 3. to put away | 6. to call off | 9. to make good |

III. Practice Idioms Meaning and Tenses!

No	Sentences	Meaning	Tenses
1.	He did not want to <i>take part</i> in the meeting.	participate	_____
2.	He <i>called up</i> all his friends to say good-bye.	to telephone	_____
3.	He <i>took off</i> his hat and coat.	to remove	_____
4.	I will be back <i>right away</i> .	immediately	_____
5.	Be sure to <i>put out</i> the light before you leave.	to extinguish	_____
6.	They <i>got on</i> the train in Station.	to enter	_____
7.	We waited and <i>at last</i> he arrived.	finally	_____
8.	I was unable to <i>find out</i> his name.	to get information	_____
9.	His health is improving <i>little by little</i> .	gradually	_____
10.	Last night some friends <i>called on</i> us.	to visit	_____
11.	She lives <i>by herself</i> in a furnished room.	alone	_____
12.	We <i>talked over</i> your problem for a long time.	to discuss	_____
13.	I want to <i>pick out</i> a present for my friend.	to choose	_____
14.	Iwan is <i>getting along</i> well in his studies.	to do	_____
15.	The accident <i>took place</i> on Jl. Buah Batu.	to happen	_____
16.	We expect him to <i>get back</i> next week.	to return	_____
17.	He has <i>made up</i> his mind to stay with us.	to decide	_____
18.	The game was <i>called off</i> on account of rain.	to cancel	_____
19.	She has gone back to California <i>for good</i> .	permanently	_____
20.	<i>All of a sudden</i> the lights went out.	suddenly	_____
21.	<i>At times</i> he does much better work.	sometimes	_____
22.	He <i>kept on</i> talking for two hours.	to continue	_____
23.	The meeting was <i>put off</i> until next week.	to postpone	_____
24.	<i>By the way</i> , have you seen Iwan recently?	incidentally	_____
25.	We <i>took turns</i> driving the car.	to alternate	_____
26.	I have told him the same thing <i>over and over</i> .	repeatedly	_____
27.	Don't <i>throw away</i> those magazines yet.	to discard	_____
28.	You can <i>get in touch with</i> him at his office.	to communicate with	_____

29. I woke up very early this morning.	_____	_____
30. He comes here once in a while .	_____	_____
31. He made believe that he was ill.	_____	_____
32. I see him now and then on Jalan Merdeka.	_____	_____
33. These gloves do not go with this dress.	_____	_____
34. We got mixed up our directions.	_____	_____
35. He broke the mirror on purpose .	_____	_____

ACTIVE AND PASSIVE VOICE

Change the active sentences below into passive.

- They gave my little sister a ticket too. (
- People will show the visitors the new buildings.
- Someone has already paid the electrician for this work.
- They promise us higher wages.
- Somebody will tell you what time the train leave.
- Someone ordered the prisoners to stand up.
- Somebody recommended me to another doctor.
- Someone taught him French and gave him a dictionary.
- They will allow each boy a second plate of ice cream.
- The authorities refused Herman a passport.
- They will ask us all several questions.
- When we first met, they had already offered me a job at the bank.
- Someone will read you another chapter next time.
- They requested the stranger to leave the meeting.
- This is the third time they have written to us about this.
- They still deny women the right to vote in some countries.
- They have made my uncle a captain.
- They asked the rest of us to be there at eight o'clock.
- The others told the new students where to sit.
- Someone is showing Yuli how to bath a baby.

MISCELLANEOUS MATERIAL

➤ **NORMAL ENGLISH SENTENCE**

Practicing:

Determine the sentences below!

- Wati is cooking dinner tonight.
S V C M
- Wawan and Tanti have visited the president.
S V C
- We can eat lunch in this restaurant today.
S V C M M
- Agus should have bought gasoline yesterday.
S V C M
- Tress grow.
S V
- It was raining at seven o'clock this morning.
S V M M
- She opened a checking account at the bank last week.
S V C M M
- Budi is washing dishes right now.
S V C M
- She opened her book.
S V C
- Iwan, Agus, and Budi were watching television a few minutes ago.
S V C M

➤ **QUESTIONS**

- A. Give an additional sentence to response the previous one!
1. Tomorrow is our father's day. (We have to give him a nice present)
 2. We are having our semester examination this week.
 3. Our neighbor is having a newborn baby.
 4. It's going to rain.
 5. Books are very important for us.
 6. You looked very tired.
 7. Jane's house is not very far from his house.
 8. He will be angry if you don't return the book.
 9. These handkerchiefs are only Rp. 2.500 a dozen.
 10. John doesn't have a car.
 11. Susan didn't know the answers for test.
 12. There's no more food in our house.
 13. John plans to go to university.
 14. The car is parked on the wrong side of the street.
 15. I rewrote that composition twice.
- B. Change the sentences below by using the question words!
1. **They^a** are **drinking^b a cup of coffee^c in front of the house^d in the afternoon^e.**
 - a. Who are drinking a cup of coffee in front of the house in the afternoon?
 - b. What are they doing in front of the house in the afternoon?
 - c. What are they drinking in front of the house in the afternoon?
 - d. Where are they drinking a cup of coffee in the afternoon?
 - e. When are they drinking a cup of coffee in front of the house?
 2. They went **to Jakarta.**
 3. It (my room) is **twice as big as yours.**
 4. They left the county **ten years ago.**
 5. They came **by bus.**
 6. I've been here **for two months.**
 7. They (the neighbors) complained about **the smell.**
 8. **The pigs** ate them (the apples).
 9. He got in **by climbing over the wall.**
 10. **Iwan** bought them (the tickets).
 11. It (the market) is **a stone's throw** from here.
 12. He tried **to blow up Parliament.**
 13. I'd like to speak to **Mr. Ahmad** please.
 14. This is **Iwan's.**
 15. I've been waiting **for half an hour.**

➤ **RELATIVE CLAUSE**

1. Mr. Andi will buy a new car. A new car has a great design.
Mr. Andi will buy a new car that has a great design.
2. Budi is going to go to abroad. He is a diplomat.
Budi, who is a diplomat, is going to go to abroad.
3. Iwan is an English instructor. He will buy a new car.
Iwan, who will buy a new car, is an English instructor.

➤ **CAUSATIVE VERB**

1. Toshiko had her car repaired (repair) by a mechanic.
2. Ellen got Marvin to type (type) her paper.
3. I made Jane call (call) her friend on the telephone.
4. We got our house painted (paint) last week.
5. The policemen made the suspect lie (lie) on the ground.
6. Mark got his transcript sent (send) to the university.
7. Maria is getting her hair cut (cut) tomorrow.
8. We will have to get the Dean to sign (sign) this form.
9. She always has her car fixed (fix) by the same mechanic.
10. We have to help Janet find (find) her keys.

LISTENING, READING, WRITING, SPEAKING, AND TRANSLATING

Reading Comprehension 3

Although there are a growing number of people who have come to recognize that TV has something significant to do with the shaping of our society, you will find very few of them amongst the higher echelons of TV itself. In the whole world, especially both in America and Britain there is an eagerness on the part of TV executives to play down the importance of the small screen, except of course in the field of selling goods. This desire to minimize the social impact of TV is perfectly natural. If it could be conclusively proved that the electronic box was a major in determining the attitudes, the values and the aspirations of a nation then two awkward questions would have to be answered.

Is it right that a medium with such influence should be primarily concerned with the provision of entertainment and the advertising of goods? And an even more embarrassing question people might start asking is whether the men now running TV have the background, the authority, the understanding or the intelligence to be in control of such a vital part of the state apparatus. Because it is disrupting and disturbing life on almost every level in America and Britain, and because it is largely indulged in by what might be described as the first telly generations – the age group from 17 to 22 – violence is the activity that has been most frequently linked with the consequence of TV. There are other even more important trends that might be aggravated or stimulated or hastened or provoked by the program content of TV.

The trivialisation of politics; the demoralization of institutions like the army, the trade unions, the law, the church; the contempt for authority; a healthy skepticism and a welcome permissiveness; a breaching of sexual taboos; an over simplification of complex issues which makes an electorate impatient with a political process that can not solve them. How much is TV responsible? Depending upon who you are, some of these trends will be welcomed and others deplored. But that they are helping to change society at an unprecedented rate can hardly be denied. Because the impact of these changes is relatively long-term and not easily pinpointed, there is a vast depth of unconcern about these developments. On violence, however, there is an intuitive suspicion that TV might have something to do with it. Yet the men running TV have gone to considerable lengths to assure us that we are unduly alarmed about nothing.

➤ CONVERSATION

Practicing: Make a conversation based on these conditions below!

1. Introducing a close friend to your mother/father
2. Introducing yourself to a new friend/supervisor/colleague
3. Introducing your brothers/sisters to a friend
4. Introducing your girlfriend/boyfriend to your parents

➤ EXPRESSION

- Excuse me. Can you tell me the way to Hotel Indonesia?
- Excuse me, but could you tell me where the museum is?
- Excuse me, but is this the way to the post-office?
- Excuse me. What's the best way to get to Gambir station?
- Excuse me. I'm looking for this address. Can you direct me?
- Excuse me, but could you direct me to the Department of Foreign Affairs?
- Sorry to trouble you, but can you show me the way to the Yogya Department Store?
- Excuse me. Which way is the station, please?
- Excuse me. How can I get to Lapangan Gasibu?
- Yes, go straight on the end of the street.
- Certainly. It's that large building over there.
- Yes. Keep going straight on.
- Follow the main road. You will come to the station in a few minutes.
- Turn right at the second corner. You'll see a small bookshop on the left.
- It's next door to a school.
- It's the third house from the corner.
- It's about five doors from the corner.
- It's about ten minutes' walk from Hotel Indonesia.
- It's on the right side of the street.
- Let me draw you a map.
- Sorry. I'm a stranger here myself.
- go down
- go along
- turn left/turn to the left
- on your left/right side
- T-junction
- Crossroad
- go up
- go straight/ahead
- turn right/turn to the right
- traffic light
- Intersection
- Round about

Name: _____

VERB PRACTICING - 01

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	be (am, is, are)			
2	become			
3	begin			
4	bring			
5	buy			
6	come			
7	do			
8	drink			
9	eat			
10	fall			
11	find			
12	forget			
13	get			
14	give			
15	go			
16	have			
17	hear			
18	hold			
19	keep			
20	know			
21	learn			
22	lend			
23	lose			
24	make			
25	meet			
26	pay			
27	read			
28	say			
29	see			
30	sell			
31	send			
32	show			
33	spend			
34	speak			
35	take			
36	teach			
37	tell			
38	think			
39	understand			
40	write			

Name: _____

VERB PRACTICING - 02

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	arise			
2	awake			
3	break			
4	bring			
5	build			
6	burn			
7	buy			
8	catch			
9	choose			
10	come			
11	cut			
12	dig			
13	do			
14	draw			
15	dream			
16	drink			
17	drive			
18	eat			
19	fly			
20	forget			

Name: _____

VERB PRACTICING - 03

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1		grew		
2		had		mempunyai
3			hung	
4			heard	mendengarkan
5			held	menahan
6			hidden	bersembunyi
7			hit	memukul
8			kept	
9			known	
10			left	
11	lead			
12	learn			
13	lend			
14	lose			
15	make			
16		met		
17		Paid		
18		Put		
19		Read		
20	ride			
21	ring			
22				berlari
23	say			mengatakan
24	see			melihat
25				menjual

Name: _____

VERB PRACTICING - 04

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1				mengirim
2				menunjukkan
3				menyanyi
4				duduk
5				tidur
6	spend			
7	speak			
8	steal			
9	swear			
10	swim			
11		took		
12		tore		
13		taught		
14		told		
15		thought		
16			thrown	
17			understood	
18			worn	
19			withdrawn	
20			written	

Name: _____

VERB PRACTICING - 05

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1		arose		
2		dreamt		
3		froze		
4		heard		
5		hit		
6		left		
7		led		
8		rode		
9		shrank		
10		stole		
11		swore		
12		tore		
13		threw		
14		wore		
15		withdrew		

Make a sentence by using above verbs!

1-3 (Simple Present Tense); 4-8 (Present Continuous Tense);

9-12 (Present Perfect Tense); 13-15 (Present Perfect Cont Tense)

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Name: _____

VERB PRACTICING - 06

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1			brought	
2			Built	
3			Bought	
4			Chosen	
5			Drunk	
6			Eaten	
7			Found	
8			gotten / got	
9			Paid	
10			Put	
11			Sent	
12			shown	
13			spent	
14			Told	
15			thought	

Make a sentence by using above verbs!

1-3 (Simple Past Tense); 4-8 (Past Continuous Tense);

9-12 (Past Perfect Tense); 13-15 (Past Perfect Cont Tense)!

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Name: _____

VERB PRACTICING - 07

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Describe			
2	Explain			
3	Watch			
4	Look			
5		Walked		
6		Promised		
7		Played		
8		Produced		
9		Reported		
10			Searched	
11			Tried	
12			Purchased	
13			Bought	
14			Covered	
15			Considered	

Make a sentence by using above verbs!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

11. (Past Future Continuous)

12. (Future Perfect)

13. (Present Tense)

14. (Past Perfect)

15. (Past Continuous)

Name: _____

VERB PRACTICING - 08

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	beat			
2	pay			
3			said	
4			seen	
5			spent	
6	try			
7	control			
8		checked		
9		surveyed		
10		helped		
11			joined	
12			accompanied	
13	Use			
14		added		
15			carried	

Make a sentence by using above verbs!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

11. (Past Future Continuous)

12. (Future Perfect)

13. (Present Tense)

14. (Past Perfect)

15. (Past Continuous)

Name: _____

VERB PRACTICING - 09

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	play			
2	Cry			
3	Answer			
4	Asked			
5		looked		
6		watched		
7		worked		
8		walked		
9		attended		
10		visited		
11			interviewed	
12			typed	
13			studied	
14			reminded	
15			remembered	

Make a sentence by using above verbs!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

11. (Past Future Continuous)

12. (Future Perfect)

13. (Present Tense)

14. (Past Perfect)

15. (Past Continuous)

Name: _____

SENTENCE PRACTICING - 01

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Attempt			
2	Influence			
3	Deliver			
4	Convey			
5	Examine			
6	Follow			
7	Receive			
8	Give			
9	Pay			
10	Attend			

Make a sentence by using above verbs with consist of **SUBJECT – VERB – COMPLEMENT – MODIFIER**, and identify the tenses!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

Name: _____

SENTENCE PRACTICING - 02

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Predict			
2	Eliminate			
3	Approach			
4	Postpone			
5	Exaggerate			
6	Ignore			
7	Compete			
8	Prohibit			
9	Expand			
10	Appeal			

Make a sentence by using above verbs with consist of **SUBJECT – VERB – COMPLEMENT – MODIFIER**, and identify the tenses!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

Name: _____

SENTENCE PRACTICING - 03

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Install			
2	Accommodate			
3	Appear			
4	Appreciate			
5	Avoid			
6	Omit			
7	Combine			
8	Differ			
9	Occur			
10	Realize			

Make a sentence by using above verbs with consist of **SUBJECT – VERB – COMPLEMENT – MODIFIER**, and identify the tenses!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

Name: _____

SENTENCE PRACTICING - 04

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Admit			
2	Reduce			
3	Refuse			
4	Propose			
5	Require			
6	Appoint			
7	Conclude			
8	Comprehend			
9	Consider			
10	Encourage			

Make a sentence by using above verbs with consist of **SUBJECT – VERB – COMPLEMENT – MODIFIER**, and identify the tenses!

1. (Present Continuous)

2. (Past Tense)

3. (Future Tense)

4. (Past Perfect)

5. (Past Future)

6. (Present Perfect)

7. (Past Perfect)

8. (Future Perfect Continuous)

9. (Present Perfect Continuous)

10. (Future Perfect)

Name: _____

SENTENCE PRACTICING - 05

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	Noun	MEANING
1	Install				
2	Accommodate				
3	Appreciate				
4	Combine				
5	Differ				
6	Reduce				
7	Propose				
8	Require				
9	Deliver				
10	Convey				
11	Examine				
12	Predict				
13	Eliminate				
14	Approach				
15	Compete				
16	Prohibit				
17	Expand				
18	Appoint				
19	Conclude				
20	Comprehend				
21	Consider				

1. (Present Cont Ts)

2. (Past Perfect Ts)

3. (Future Ts)

4. (Present Perfect Ts)

5. (Present Ts)

6. (Past Ts)

7. (Past Perfect Cont Ts)

8. (Future Perfect Ts)

9. (Future Perfect Cont Ts)

10. (Future Cont Ts)

Name: _____

SENTENCE PRACTICING - 06

NO.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	Noun	MEANING
1	Acknowledge				
2	Assure				
3	Convince				
4	Use				
5	Repeat				
6	Reduce				
7	Divide				
8	Require				
9	Deliver				
10	Convey				
11	Examine				
12	Separate				
13	Arrange				
14	Replace				
15	Reach				
16	Develop				
17	Achieve				
18	Assume				
19	Conclude				
20	Comprehend				
21	Judge				

1. (Present Cont Ts)

2. (Past Perfect Ts)

3. (Future Ts)

4. (Present Perfect Ts)

5. (Present Ts)

6. (Past Ts)

7. (Past Perfect Cont Ts)

8. (Future Perfect Ts)

9. (Future Perfect Cont Ts)

10. (Future Cont Ts)

Name: _____

SENTENCE PRACTICING - 07

NO.	Noun/verb	Adjective	Meaning
1	Beauty		
2	Compare		
3	Depend		
4	Enjoy		
5	Construct		
6	Cheer		
7	Danger		
8	Entire		
9	Dirt		
10	Speech		
11	Prefer		
12	Delight		
13	Respect		
14	Dust		
15	Sleep		

Make a sentence by using above adjectives and identify them!

1. (Present Cont Ts)

2. (Past Perfect Ts)

3. (Future Ts)

4. (Present Perfect Ts)

5. (Present Ts)

6. (Past Ts)

7. (Past Perfect Cont Ts)

8. (Future Perfect Ts)

9. (Future Perfect Cont Ts)

10. (Future Cont Ts)

PRACTICING NOUN

1. Make a sentence from:

a. Proper Noun

b. Concrete and Abstract Noun

c. Countable and Uncountable Noun

d. Collective Noun

e. Noun Compound

- noun + noun (bathroom, department store, grammar book)

- possessive noun + noun (lady's maid, artist's model)

- adjective + noun (blue print, black bird)

- verb + noun (pick pocket, flash light, dance team)

- noun + verb (handshake, lifeguard)

- gerund + noun (dining room, punching bag, wearing apparel)

- noun + gerund (house cleaning, water skiing)

- preposition + noun (overall, downpour)

- verb + preposition-adverb (breakdown makeup, grown up)

- noun + prepositional phrase (son in law, editor in chief)

2. Identify the following nouns as count or uncountable nouns according to the usual meaning!

a. Television (Countable / Uncountable)

b. Car (Countable / Uncountable)

c. News (Countable / Uncountable)

d. Geography (Countable / Uncountable)

e. Atmosphere (Countable / Uncountable)

f. Person (Countable / Uncountable)

g. Water (Countable / Uncountable)

h. Pencil (Countable / Uncountable)

i. Food (Countable / Uncountable)

j. Tooth (Countable / Uncountable)

k. Soap (Countable / Uncountable)

l. Soup (Countable / Uncountable)

m. Cup (Countable / Uncountable)

n. Money (Countable / Uncountable)

o. Hydrogen (Countable / Uncountable)

p. Minute (Countable / Uncountable)

3. Choose the correct determiners in the following sentences
- a. He doesn't have (many/much) money.
 - b. I would like (a few/ a little) salt on my vegetables.
 - c. She bought (that/those) card last night.
 - d. There are (less/fewer) students in this room than in the net room.
 - e. There l (too much/too many) bad news on television tonight.
 - f. I do not want (these/this) water.
 - g. This is (too many/too much) information to learn.
 - h. A (few/little) people left early.
 - i. Would you like (less/fewer) coffee than this?
 - j. This jacket costs (too much/too many).

PRACTICING VERB

1. Make sentences (+), (-) and (?)with all tenses above by using verbs:

a. awake
(+) _____

(-) _____

(?) _____

b. become
(+) _____

(-) _____

(?) _____

c. begin
(+) _____

(-) _____

(?) _____

d. buy
(+) _____

(-) _____

(?) _____

e. bring
(+) _____

(-) _____

(?) _____

f. catch
(+) _____

(-) _____

(?) _____

g. dig
(+) _____

(-) _____

(?) _____

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- h. fall
(+) _____
(-) _____
(?) _____
- i. find
(+) _____
(-) _____
(?) _____
- j. leave
(+) _____
(-) _____
(?) _____
- k. lead
(+) _____
(-) _____
(?) _____
- l. sell
(+) _____
(-) _____
(?) _____
- m. put
(+) _____
(-) _____
(?) _____
- n. shake
(+) _____
(-) _____
(?) _____
- o. show
(+) _____
(-) _____
(?) _____
- p. spend
(+) _____
(-) _____
(?) _____
- q. take
(+) _____
(-) _____
(?) _____

r. teach
(+) _____

(-) _____

(?) _____

s. throw
(+) _____

(-) _____

(?) _____

t. wear
(+) _____

(-) _____

(?) _____

u. think
(+) _____

(-) _____

(?) _____

v. swear
(+) _____

(-) _____

(?) _____

w. steal
(+) _____

(-) _____

(?) _____

x. sit
(+) _____

(-) _____

(?) _____

y. run
(+) _____

(-) _____

(?) _____

2. Fill the blank into the correct verbs:

INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
arise		Arisen	terbit
be (am, is, are)		Been	adalah
become		Become	mejadi
begin		Begun	mulai
blow		blown	meniup
	broke	broken	memecahkan
	brought	brought	membawa
	built	Built	membangun, mendirikan
	burnt	burnt	membakar
	bought	bought	membeli
catch	caught		menangkap
choose	chose		memilih
come	came		datang
cut	cut		memotong
do	did		melakukan
draw		drawn	menggambar
dream		dreamt	
drink		drunk	
drive		driven	
eat		eaten	
find		found	
	forgot		melupakan
	forgave		memaafkan
	got		memperoleh
	gave		memberikan
	went		pergi
have		had	
hold		held	
keep		kept	
know		known	
learn		learnt	
		make	membuat
		met	bertemu
		paid	membayar
		put	meletakkan
		read	membaca
Ring	rang		
run	Ran		
say	said		
see	saw		
sell	sold		
send	sent		
show			menunjukkan
sing			menyanyi
sit			Duduk
sleep			tidur
spend			menghabiskan
speak	spoke	spoken	berbicara
		stolen	mencuri
		sworn	bersumpah
		taken	mengambil
		taught	mengajar
		told	menceritakan
think			berpikir
understand			mengerti
wear			memakai / mengenakan
withdraw			mencabut, menarik balik
write	Wrote	written	menulis

PRACTICING PRONOUN

Choose the correct form of the pronoun or possessive adjective in the following sentences!

1. I go to school with (~~he~~/him) every day.
2. I see (she/her/herself) at the BIP every Friday.
3. She speaks to (we/us/ourselves) every morning.
4. Isn't (she/her) a nice person?
5. (He/Him) is going to Tokyo on vacation.
6. (She/Her) and Budi gave the money to the boy.
7. (Yours/Your) book is broken and (my/mine) is too.
8. I hurt (my/mine/the) leg.
9. Budi bought (himself/herself/hisself) a new coat.
10. (We/Us) girls are going camping over the weekend.
11. Mr. Andi cut (hisself/himself) shaving.
12. We like (our/ours) new car very much.
13. The dog bit (she/her) on the leg.
14. Budi (he/himself) went to the meeting.
15. You'll stick (you/your/yourself) with the pins if you are not careful.
16. Tanti and (I/me) would rather go to the movies.
17. Everyone has to do (their/his) own research.
18. Just between you and (I/me), I don't like this food.
19. Monday is holiday for (we/us) teachers.
20. (Her/Hers) car doesn't go as fast as (our/ours).

PRACTICING ADJECTIVE

1. Make a sentence by using Determiner and Descriptive adjective!

2. Make a sentence for Positive, Comparative and Superlative Degree from the following verbs:

a. Big

b. Wide

c. Pretty

d. Handsome

e. Large

3. Make a sentence by using the irregular adjective!

PRACTICING ADVERB

Circle the correct form in parentheses!

1. Rita plays the violin (good/well)
2. That is an (intense/intensely) novel
3. The sun is shining (bright/brightly)
4. The girls speak (fluent/fluently) French
5. The boys speak Spanish (fluent/fluently)
6. The table has a (smooth/smoothly) surface
7. We must figure our income tax returns (accurate/accurately)
8. We don' like to drink (bitter/bitterly)
9. The plan will arrive (soon/soonly)
10. He had an accident because he was driving too (fast/fastly)

PRACTICING AUXILIARY

1. Create 3 sentences by using 'Tense auxiliaries'!

2. Create 3 sentences by using 'Do auxiliaries'!

3. Create 3 sentences by using 'Modal auxiliaries'!

PRACTICING ARTICLE

1. Iwan's father bought him the bicycle that he had wanted for his birthday.
2. The statue of Liberty was a gift of friendship from _____ France to the United States.
3. Rita is studying _____ English and _____ math this semester.
4. _____ judge asked _____ witness to tell _____ truth.
5. Please give me _____ cup of coffee with _____ cream and _____ sugar.
6. _____ big books on _____ table are for my history class.
7. No one in _____ Spanish class knew _____ correct answer to _____ Mrs. Perez's question.
8. My _____ car is four years old and it still runs well.
9. When you go to _____ store, please buy _____ bottle of _____ chocolate milk and a dozen oranges.
10. There are only _____ few seats left for _____ tonight's musical at _____ university.
11. Budi and Tanti went to _____ school yesterday and then studied in _____ library before returning home.
12. _____ Lake Erie is one of _____ five Great Lakes in _____ North America.
13. On our trip to _____ Spain, we crossed _____ Atlantic Ocean.
14. _____ Mount Rushmore is the site of _____ magnificent tribute to _____ four great American presidents.
15. What did you eat for _____ breakfast this morning?
16. Budi played _____ basketball and _____ baseball at _____ Boy's Club this year.
17. Rita plays _____ violin and her sister plays _____ guitar.
18. While we were in _____ Alaska, we saw _____ Eskimo village.
19. Rahmat can't go to _____ movies tonight because he has to write _____ essay.
20. David attended _____ Princeton University.

PRACTICING PREPOSITION

(1) _____ the summer, we went (2) _____ the beach every day. We stayed (3) _____ a lovely motel right (4) _____ the beach. (5) _____ the morning we would get up (6) _____ 9:30, have breakfast, and then spend four hours (7) _____ the pool (8) _____ all other guests. (9) _____ 1:00 we would have lunch (10) _____ our room. (11) _____ lunch we would eat something light like sandwiches and fruit. (12) _____ the afternoon we would return (13) _____ the pool area and sit (14) _____ the sun (15) _____ a while. (16) _____ night we would take long walks (17) _____ the beach or visit some friends who lived (18) _____ 520 Orchid Avenue (19) _____ Daytona Beach.

Many people from (20) _____ (21) _____ town stayed (22) _____ that motel. Like us, they had been coming (23) _____ that same motel (24) _____ 1975. Most (25) _____ them were (26) _____ Ohio. (27) _____ time (28) _____ time we would eat out (29) _____ a nice restaurant, where we did not have to wait long (30) _____ the waitress to serve us. (31) _____ July it is usually very crowded, but this year (32) _____ least, it was not as crowded as (33) _____ the past. Once (34) _____ a while we went (35) _____ the movies (36) _____ the theater (37) _____ the corner (38) _____ Las Olas Boulevard and Castillo Avenue. We arrived there (39) _____ no time (40) _____ all (41) _____ car. We sat (42) _____ the middle (43) _____ the theater, (44) _____ the twelfth row. The movie started (45) _____ 7:00 sharp, so we got there just (46) _____ time to buy some popcorn and find our seat. (47) _____ first, I thought I would not enjoy it, but (48) _____ the end, it turned (49) _____ to be a very interesting movie. (50) _____ the whole, it was an enjoyable evening.

We decided to get a Coke (51) _____ (52) _____ the machine, but unfortunately it was (53) _____ (54) _____ order. So (55) _____ place (56) _____ the Coke, we decided to get some ice cream (57) _____ the Dairy Isle which was located (58) _____ the corner (59) _____ Harper Ave, and Washington St.

(60) _____ returning (61) _____ our motel, I decided to finish reading my novel. It is (62) _____ far the most exciting book that Victoria Holt has ever written. (63) _____ the most part, her book deals (64) _____ a group (65) _____ archeologists who went (66) _____ Egypt (67) _____ hopes (68) _____ discovering some pharaoh's tomb. (69) _____ accident they uncovered a plot to smuggle the treasures (70) _____ (71) _____ Egypt. (72) _____ course the archeologists got (73) _____ touch (74) _____ the authorities, who had heard some rumors about smuggling off and (75) _____. All (76) _____ a sudden, one day the police showed up and caught them (77) _____ the act and arrested them.

PRACTICING CONJUNCTION

1. Make a sentence for coordinate conjunction!

2. Make a sentence for subordinate conjunction!

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3. Identify what tenses for below sentences!
- a. Somebody calls the president every day. (_____)
 - b. John is calling the other members. (_____)
 - c. Martha was delivering the documents to the department. (_____)
 - d. The other members have repealed the amendment. (_____)
 - e. The delegates had received the information before the recess. (_____)
 - f. The teacher should buy the supplies for this class. (_____)
 - g. Somebody will call Mr. Watson tonight. (_____)
 - h. The fire has caused considerable damage. (_____)
 - i. The company was developing a new procedure before the bankruptcy hearings began.
(_____)
 - j. John will have received the papers. (_____)
 - k. Don't let the others see you. (_____)
 - l. They gave the thief a fair trial and sent him to prison. (_____)
 - m. They tell me somebody has shot your uncle. (_____)
 - n. They can't put you in prison if they haven't tried you. (_____)
 - o. Somebody has locked the box and I can't open it. (_____)
 - p. Somebody has found the boy the people wanted. (_____)
 - q. There's a new block of flats they are building down the road; perhaps you'd like someone to introduce you to the landlord. (_____)
 - r. People no longer say that anyone inhabits Mars any more than the moon.
(_____)
 - s. Nobody would have stared at him if they had told him beforehand what clothes one had to wear in such a place. (_____)
 - t. When women have disappointed you as many times as they have him, you can truly say (that) bad luck had dogged you. (_____)

PRACTICING IDIOMS

1. Fill the blank with the appropriate idioms!
- a. He is _____ (seeking) the pen which he lost yesterday.
 - b. You will have to _____ (search for) his number in the telephone book.
 - c. I will _____ (examine) this and return it to you tomorrow.
 - d. He stood _____ (watching) me as though he had never seen me before.
2. Make up sentences!
- a. to put on _____
 - b. to put off _____
 - c. to put away _____
 - d. to call up _____
 - e. to call on _____
 - f. to call off _____
 - g. to make one's mind _____
 - h. to make believe _____
 - i. to make good _____

3. Practice Idioms Meaning and Tenses!

No	Sentences	Meaning	Tenses
1.	He did not want to take part in the meeting.	_____	_____
2.	He called up all his friends to say goodbye.	_____	_____
3.	He took off his hat and coat.	_____	_____
4.	I will be back right away .	_____	_____
5.	Be sure to put out the light before you leave.	_____	_____
6.	They got on the train in Station.	_____	_____
7.	We waited and at last he arrived.	_____	_____
8.	I was unable to find out his name.	_____	_____
9.	His health is improving little by little .	_____	_____
10.	Last night some friends called on us.	_____	_____
11.	She lives by herself in a furnished room.	_____	_____
12.	We talked over your problem for a long time.	_____	_____
13.	I want to pick out a present for my friend.	_____	_____
14.	Iwan is getting along well in his studies.	_____	_____
15.	The accident took place on Jl. Buah Batu.	_____	_____
16.	We expect him to get back next week.	_____	_____
17.	He has made up his mind to stay with us.	_____	_____
18.	The game was called off on account of rain.	_____	_____
19.	She has gone back to California for good .	_____	_____
20.	All of a sudden the lights went out.	_____	_____
21.	At times he does much better work.	_____	_____
22.	He kept on talking for two hours.	_____	_____
23.	The meeting was put off until next week.	_____	_____
24.	By the way , have you seen Iwan recently?	_____	_____
25.	We took turns driving the car.	_____	_____
26.	I have told him the same thing over and over .	_____	_____
27.	Don't throw away those magazines yet.	_____	_____
28.	You can get in touch with him at his office.	_____	_____
29.	I woke up very early this morning.	_____	_____
30.	He comes here once in a while .	_____	_____
31.	He made believe that he was ill.	_____	_____
32.	I see him now and then on Jalan Merdeka.	_____	_____
33.	These gloves do not go with this dress.	_____	_____
34.	We got mixed up our directions.	_____	_____
35.	He broke the mirror on purpose .	_____	_____

PRACTICING PASSIVE VOICE

Change the active sentences below into passive.

1. They gave my little sister a ticket too.

2. People will show the visitors the new buildings.

3. Someone has already paid the electrician for this work.

4. They promise us higher wages.

5. Somebody will tell you what time the train leave.

6. Someone ordered the prisoners to stand up.

7. Somebody recommended me to another doctor.

8. Someone taught him French and gave him a dictionary.

9. They will allow each boy a second plate of ice cream.

10. The authorities refused Herman a passport.

11. They will ask us all several questions.

12. When we first met, they had already offered me a job at the bank.

13. Someone will read you another chapter next time.

14. They requested the stranger to leave the meeting.

15. This is the third time they have written to us about this.

16. They still deny women the right to vote in some countries.

17. They have made my uncle a captain.

18. They asked the rest of us to be there at eight o'clock.

19. The others told the new students where to sit.

20. Someone is showing Yuli how to bath a baby.

PRACTICING NORMAL ENGLISH SENTENCE

Determine the sentences below!

1. Wati is cooking dinner tonight.
S V C M
2. Wawan and Tanti have visited the president.
3. We can eat lunch in this restaurant today.
4. Agus should have bought gasoline yesterday.
5. Tress grow.
6. It was raining at seven o'clock this morning.
7. She opened a checking account at the bank last week.
8. Budi is washing dishes right now.
9. She opened her book.
10. Iwan, Agus, and Budi were watching television a few minutes ago.

PRACTICING QUESTION

- A. Give an additional sentence to response the previous one!
1. Tomorrow is our father's day. (We have to give him a nice present)
 2. We are having our semester examination this week.
 3. _____
Our neighbor is having a newborn baby.
 4. _____
It's going to rain.
 5. _____
Books are very important for us.
 6. _____
You looked very tired.
 7. _____
Jane's house is not very far from his house.
 8. _____
He will be angry if you don't return the book.
 9. _____
These handkerchiefs are only Rp. 2.500 a dozen.
 10. _____
John doesn't have a car.
 11. _____
Susan didn't know the answers for test.
 12. _____
There's no more food in our house.
 13. _____
John plans to go to university.
 14. _____
The car is parked on the wrong side of the street.
 15. _____
I rewrote that composition twice.

B. Change the sentences below by using the question words!

1. **They^a** are **drinking^b a cup of coffee^c in front of the house^d in the afternoon^e.**
 - a. Who are drinking a cup of coffee in front of the house in the afternoon?
 - b. What are they doing in front of the house in the afternoon?
 - c. What are they drinking in front of the house in the afternoon?
 - d. Where are they drinking a cup of coffee in the afternoon?
 - e. When are they drinking a cup of coffee in front of the house?
2. They went **to Jakarta**. _____
3. It (my room) is **twice as big as yours**. _____
4. They left the county **ten years ago**. _____
5. They came **by bus**. _____
6. I've been here **for two months**. _____
7. They (the neighbors) complained about **the smell**. _____
8. **The pigs** ate them (the apples). _____
9. He got in **by climbing over the wall**. _____
10. **Iwan** bought them (the tickets). _____
11. It (the market) is **a stone's throw** from here. _____
12. He tried **to blow up Parliament**. _____
13. I'd like to speak to **Mr. Ahmad** please. _____
14. This is **Iwan's**. _____
15. I've been waiting **for half an hour**. _____

PRACTICING RELATIVE CLAUSE

Add the relative clause that matched with the below sentences.

1. Mr. Andi will buy a new car. A new car has a great design.

2. Budi is going to go to abroad. He is a diplomat.

3. Iwan is an English instructor. He will buy a new car.

PRACTICING CAUSATIVE VERB

1. Toshiko had her car _____ (repair) by a mechanic.
2. Ellen got Marvin _____ (type) her paper.
3. I made Jane _____ (call) her friend on the telephone.
4. We got our house _____ (paint) last week.
5. The policemen made the suspect _____ (lie) on the ground.
6. Mark got his transcript _____ (send) to the university.
7. Maria is getting her hair _____ (cut) tomorrow.
8. We will have to get the Dean _____ (sign) this form.
9. She always has her car _____ (fix) by the same mechanic.
10. We have to help Janet _____ (find) her keys.

PRACTICING CONVERSATION

1. Introducing a close friend to your mother/father

2. Introducing yourself to a new friend/supervisor/colleague

3. Introducing your brothers/sisters to a friend

4. Introducing your girlfriend/boyfriend to your parents

PRACTICING EXPRESSION

1. Describe the direction from your house to:

- a. Lapangan Gasibu.

- b. BIP.

- c. Alun-alun.

- d. Train Station.

e. Bus Station (KALAPA/LEUWIPANJANG/CICAHEUM).

f. Airport.

2. If we situated on Jl Asia Afrika, explain how to go to:

a. Banjaran

b. Buah Batu

c. Lembang

d. Kopo

e. Caringin

f. Cit Hall

PRACTICING APPLICATION LETTER

Bandung, 6 January 2002

Human Resource Development
PT. Dewa Ruci Pemata Indah
Jl. Raya Cicalengka No. 212 Bandung

Dear Sir/Madam,

I _____ from _____, and I _____ a career as _____ . In addition to my recent technical training, my work background includes six years of customer service experience in the areas of complaint, second billing, and orders. I also have gained experience with payrolls, inventories, and electronic filling systems.

I sincerely appreciate your time and consideration concerning my desire for employment wit your company in which I would incorporate all of the above qualifications as well as sincerity and enthusiasm in building career in the manufacture company.

I _____ to come _____ at your earliest convenience. You may contact me at the address on the enclosed curriculum vitae.

_____ ,

PRACTICING CURRICULUM VITAE

Personal Data

Full Name :
Nick Name :
Office :
Phone Number :
Place & DoB :
Sex / Ethnic :
Marital Status :

Educational Background

:
:
:
:

Training

:
:
:
:

Working Experiences

:
:
:

Organization Experiences

:
:

Capabilities

Language :
Computer :
Administration :
Skills :

Interest:

Motto:

Name : _____

EVALUATION TEST - 1

I. Identify below sentences by using Normal English Rule

1. We have to give him a nice present.
2. We are having our semester examination this week.
3. Our neighbor is having a newborn baby.
4. It's going to rain.
5. Books are very important for us.
6. You looked very tired.
7. Jane's house is not very far from his house.
8. He will be angry if you don't return the book.
9. These handkerchiefs are only Rp. 2.500 a dozen.
10. John doesn't have a car.

II. Make sentence from below nouns!

- a. Television : _____
- b. Car : _____
- c. News : _____
- d. Geography : _____
- e. Atmosphere : _____
- f. Person : _____
- g. Water : _____
- h. Pencil : _____
- i. Food : _____
- j. Tooth : _____
- k. Soap : _____
- l. Cup : _____
- m. Money : _____
- n. Hydrogen : _____
- o. Minute : _____

III. Complete below verbs!

INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
	broke		
	chose		
correct			
		dreamt	
fill			
fix			
			mendengarkan
			kehilangan
look			
pick			
remove			
	shook		
			tidur
spend			
		spoken	
	stole		
talk			
	tore		
			mengajar
		told	
		thought	
		thrown	
	wore		
withdraw			

IV. Make a sentence by using tenses:

a. Present Tense

b. Present Continuous Tense

c. Present Perfect Tense

d. Present Perfect Continuous Tense

e. Past Tense

f. Past Continuous Tense

g. Past Perfect Tense

h. Past Perfect Continuous Tense

i. Future Tense

j. Future Continuous Tense

k. Future Perfect Tense

l. Future Perfect Continuous Tense

V. Choose the correct form of the pronoun or possessive adjective in the following sentences!

- I go to school with (he/him) every day.
- I see (she/her/herself) at the BIP every Friday.
- She speaks to (we/us/ourselves) every morning.
- Isn't (she/her) a nice person?
- (He/Him) is going to Tokyo on vacation.
- (She/Her) and Budi gave the money to the boy.
- (Yours/Your) book is broken and (my/mine) is too.
- I hurt (my/mine/the) leg.
- Budi bought (himself/herself/hisself) a new coat.
- (We/Us) girls are going camping over the weekend.

Name : _____

EVALUATION TEST - 2

I. Change below sentence into interrogative form!

1. I am a handsome man.

2. I was there yesterday.

3. They have had a breakfast earlier.

4. I will have been going to the office.

5. She doesn't like your new girl.

6. The letter we were expecting never did arrive.

7. He does have money, but it's all tied up in property.

8. Herman doesn't love Shanti, but I do love her very much.

9. I can lift this stone.

10. She can type.

11. This factory can produce dozens of shoes a day.

12. You can cash this check please?

13. He said that he should go to the dentist.

14. John should have gone to the dentist yesterday.

15. You must do your homework everyday.

II. Change the sentences below by using the question words

1. Tomorrow is our father's day, so we have to give him a nice present.

2. We are having our semester examination this week.

3. Our neighbor is having a newborn baby.

4. It's going to rain.

5. Books are very important for us.

6. You looked very tired.

7. Jane's house is not very far from his house.

8. He will be angry if you don't return the book.

9. These handkerchiefs are only Rp. 2,500 a dozen.

10. John doesn't have a car.

11. Susan didn't know the answers for test.

12. There's no more food in our house.

13. John plans to go to university.

14. The car is parked on the wrong side of the street.

15. I rewrote that composition twice.

III. Try to express below adjectives and adverbs into sentence!

1. Clever : _____
Cleverly : _____
2. Beautiful : _____
Beautifully : _____
3. Quick : _____
Quickly : _____
4. Slow : _____
Slowly : _____
5. Wise : _____
Wisely : _____
6. Careful : _____
Carefully : _____
7. Clear : _____
Clearly : _____
8. Intelligent : _____
Intelligently : _____
9. Calm : _____
Calmly : _____
10. Loyal : _____
Loyally : _____

IV. Identify below noun by using an article a/an!

- | | |
|--------------------|--------------------|
| 1. ____ Asia | 11. ____ economic |
| 2. ____ heavy | 12. ____ union |
| 3. ____ hand | 13. ____ hour |
| 4. ____ half | 14. ____ hair |
| 5. ____ air | 15. ____ honor |
| 6. ____ uniform | 16. ____ uncle |
| 7. ____ glass | 17. ____ umbrella |
| 8. ____ university | 18. ____ unnatural |
| 9. ____ horse | 19. ____ egg |
| 10. ____ universal | 20. ____ union |

VII. Change below active sentences into the passive!

1. He doesn't have much money.

2. I would like a little salt on my vegetables.

3. She bought those cards last night.

4. Students are listening their teacher in the class.

5. I heard bad news on television tonight.

6. I do not want this water.

7. I learnt English as my major subject .

8. A few people left the office early.

9. I prefer coffee to tea.

10. Yudha bought a new jacket at the mall.

Name : _____

EVALUATION TEST - 3

I. Identify below sentences by using the formulation of Subject, Verb, Complement, and Modifier!

1. Herman is cooking dinner tonight because he still has no wife.
2. They have been visiting the president.
3. We can eat lunch in this restaurant today in order to celebrate my birthday.
4. Agus should have bought gasoline yesterday.
5. Trees grow.
6. It was raining at seven o'clock this morning.
7. She opened a checking account at the bank last week.
8. Budi is washing dishes right now.
9. She opened her book.
10. Iwan, Agus, and Budi were watching television a few minutes ago.

II. Please make the correct response from the following sentence!

1. I have much money.

a. (so) _____

b. (too) _____

c. (neither) _____

d. (either) _____

2. They went to the movie last night.

a. (so) _____

b. (too) _____

c. (neither) _____

d. (either) _____

3. They have been waiting here for two hours.

a. (so) _____

b. (too) _____

c. (neither) _____

d. (either) _____

III. Please fill the correct verb below then make the sentence for them!

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Identify			
2	Estimate			
3	Apply			
4	Describe			
5	Figure			
6	Influence			
7	Pull			
8	Convey			
9	Deliver			
10	Present			
11	Print			
12	Store			
13	Allow			

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

IV. Please fill the correct verb below then make the sentence for them!

No.	INFINITIVE (V1)	PAST TENSE (V2)	PAST PARTICIPLE (V3)	MEANING
1	Predict			
2	Eliminate			
3	Approach			
4	Postpone			
5	Exaggerate			
6	Ignore			
7	Compete			
8	Prohibit			
9	Expand			
10	Appeal			

1. (Present Ts) _____
2. (Future Cont Ts) _____
3. (Past Perfect Cont Ts) _____
4. (Present Cont Ts) _____
5. (Future Perfect Ts) _____
6. (Past Cont Ts) _____
7. (Present Perfect Ts) _____
8. (Future Ts) _____
9. (Past Ts) _____
10. (Past Perfect Ts) _____

V. Please make below active sentences into the correct passive sentences!

1. The child doesn't like this book.

2. Ahmad tried to predict the soccer game competition between IW and NISP Bank.

3. The mechanic had been repairing my car for two hours.

4. The committee will provide all preparation for the meeting.

5. I will be testing my motorcycle before the race.

Name : _____

EVALUATION TEST - 4

I. Identify below **nouns** with Countable or Uncountable Noun, then make a sentence by using them!

1. Cupboard (Countable / Uncountable)

2. _____
Truck (Countable / Uncountable)

3. _____
Money (Countable / Uncountable)

4. _____
Grass (Countable / Uncountable)

5. _____
Sand (Countable / Uncountable)

II. Please choose the correct **pronoun**!

1. I go to school with (~~he~~/him) every day.
2. I see (she/her/herself) at the BIP every Friday.
3. She speaks to (we/us/ourselves) every morning.
4. Isn't (she/her) a nice person?
5. (He/Him) is going to Tokyo on vacation.
6. (She/Her) and Budi gave the money to the boy.
7. (Yours/Your) book is broken and (my/mine) is too.
8. I hurt (my/mine/the) leg.
9. Budi bought (himself/herself/hisself) a new coat.
10. (We/Us) girls are going camping over the weekend.
11. Mr. Andi cut (hisself/himself) shaving.
12. We like (our/ours) new car very much.
13. The dog bit (she/her) on the leg.
14. Budi (he/himself) went to the meeting.
15. You'll stick (you/your/yourself) with the pins if you are not careful.
16. Tanti and (I/me) would rather go to the movies.
17. Everyone has to do (their/his) own research.
18. Just between you and (I/me), I don't like this food.
19. Monday is holiday for (we/us) teachers.
20. (Her/Hers) car doesn't go as fast as (our/ours).

III. Please make a sentence by using below **adjectives!**

1. Acceptable

2. Readable

3. Skillful

4. Natural

5. Political

IV. Please make a sentence by using below **adverbs!**

1. Accurately

2. Badly

3. Beautifully

4. Brightly

5. Bravely

V. Please make a sentence by using **auxiliary!**

1. 'Tense auxiliaries' (be, have, will, shall)

be _____

have _____

will _____

shall _____

2. 'Do auxiliaries' (do, does)

do _____

does _____

3. 'Modal auxiliaries' (may, must, could, should)

may _____

must _____

could _____

should _____

VI. Please fill below sentences by using the correct **article!**

1. Iwan's father bought him the bicycle that he had wanted for his birthday.
2. The statue of Liberty was a gift of friendship from _____ France to the United States.
3. Rita is studying _____ English and _____ math this semester.
4. _____ judge asked _____ witness to tell _____ truth.
5. Please give me _____ cup of coffee with _____ cream and _____ sugar.
6. _____ big books on _____ table are for my history class.
7. No one in _____ Spanish class knew _____ correct answer to _____ Mrs. Perez's question.
8. My _____ car is four years old and it still runs well.
9. When you go to _____ store, please buy _____ bottle of _____ chocolate milk and a dozen oranges.
10. There are only _____ few seats left for _____ tonight's musical at _____ university.
11. Budi and Tanti went to _____ school yesterday and then studied in _____ library before returning home.
12. _____ Lake Erie is one of _____ five Great Lakes in _____ North America.
13. On our trip to _____ Spain, we crossed _____ Atlantic Ocean.
14. _____ Mount Rushmore is the site of _____ magnificent tribute to _____ four great American presidents.
15. What did you eat for _____ breakfast this morning?
16. Budi played _____ basketball and _____ baseball at _____ Boy's Club this year.
17. Rita plays _____ violin and her sister plays _____ guitar.
18. While we were in _____ Alaska, we saw _____ Eskimo village.
19. Rahmat can't go to _____ movies tonight because he has to write _____ essay.
20. David attended _____ Princeton University.

VII. Please make a sentence by using below **preposition!**

1. During: _____

2. By: _____

3. Between: _____

4. Among: _____

5. In: _____

6. On: _____

7. At: _____

VIII. Please make a sentence by using below **conjunction**!

1. and _____
2. or _____
3. but _____
4. so _____
5. for _____
6. although _____
7. as _____
8. because _____
9. before _____
10. if _____
11. since _____
12. that _____
13. though _____
14. until _____
15. unless _____
16. while _____

IX. Please change below active sentences into **passive voice**!

1. Someone has stolen my books.

2. Someone gave me a book.

3. They will look after you well.

4. People say that figs are better for us than bananas.

5. They asked the rest of us to be there at eight.

6. Someone was showing Ani how to bath a baby.

7. They didn't tell me the truth about the situation.

8. I have to give her a nice present.
