## LEVEL ONE: Parts of Speech

<table>
<thead>
<tr>
<th>PART OF SPEECH</th>
<th>DEFINITION</th>
<th>EXAMPLES</th>
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</thead>
<tbody>
<tr>
<td>NOUN (N)</td>
<td>Names person, place, thing, or idea</td>
<td>captain, swimmers, Maria, team, Phoenix, stories, “The Scarlet Ibis,” justice, honesty</td>
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<tr>
<td>PRONOUN (PRO)</td>
<td>Takes the place of one or more nouns or pronouns</td>
<td>I, me, my, mine, we, us, our, ours, you, your, yours, he, him, his, she, her, hers, it, its, they, them, their, theirs</td>
</tr>
<tr>
<td>Personal</td>
<td>Refers to one(s) speaking (first person), spoken to (second person), spoken about (third person)</td>
<td>myself, ourselves, yourself, yourselves, himself, herself, himself, herself, themselves</td>
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<tr>
<td>(includes possessives)</td>
<td>(See Reflexive)</td>
<td></td>
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<tr>
<td>Reflexive</td>
<td>Refers to subject and directs action of verb back to subject</td>
<td></td>
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<tr>
<td>Intensive</td>
<td>Refers to and emphasizes noun or another pronoun</td>
<td></td>
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<tr>
<td>Demonstrative</td>
<td>Refers to specific one(s) of group</td>
<td>this, that, these, those</td>
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<tr>
<td>Interrogative</td>
<td>Introduces question</td>
<td>what, which, who, whom, whose</td>
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<tr>
<td>Relative</td>
<td>Introduces subordinate clause and refers to noun or pronoun outside clause</td>
<td>that, which, who, whom, whose</td>
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<tr>
<td>Indefinite</td>
<td>Refers to one(s) no specifically named</td>
<td>all, any, anyone, both, each, either, everybody, many, none, nothing</td>
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<tr>
<td>ADJECTIVE (ADJ)</td>
<td>Modifies noun or pronoun by telling what kind, which one, how many, or how much</td>
<td>an, old, flea-bitten dog; a Sioux custom; that one; the twelve red roses; more water</td>
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<td>(includes articles a, an, and the)</td>
<td></td>
<td></td>
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<tr>
<td>VERB (V)</td>
<td>Shows action or a state of being</td>
<td>paint, jump, write, know, imagine</td>
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<tr>
<td>Action</td>
<td>Expresses physical or mental activity; can be transitive (puts action onto an object) or intransitive (doesn’t take an object)</td>
<td>transitive: The boy hit the baseball. intransitive: The boy ran.</td>
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<tr>
<td>Linking</td>
<td>Connects subject with word (noun or adjective) identifying or describing it</td>
<td>appear, be, seem, become, feel, look, smell, sound, taste</td>
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<td>Helping (Auxiliary)</td>
<td>Combines with another verb to form a verb phrase</td>
<td>linking to noun: The boy was a talented athlete. linking to adjective: The pizza tastes delicious.</td>
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<td>ADVERB (ADV)</td>
<td>Modifies verb, adjective, or adverb by telling how, when, where, or to what extent</td>
<td>drives carefully, quite dangerous; shortly afterward, arrived there late</td>
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<tr>
<td>PREPOSITION (PREP)</td>
<td>Relates noun or pronoun to another word; if it doesn’t have an object, it isn’t a preposition; it might be an adverb</td>
<td>about, above, across, after, against, along, among, around, at, before, behind, below, beneath, beside, between, by, down, during, except for, from, in, in front of, inside of, into, like, near, of, off, on, onto, on top of, out of, outside, over, past, since, through, to, toward, under, underneath, until, up, upon, with, within, without</td>
</tr>
<tr>
<td>CONJUNCTION (CONJ)</td>
<td>Joins words or word groups</td>
<td>and, but, for, or, nor, so, yet</td>
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<tr>
<td>Coordinating</td>
<td>Joins words or word groups used in same way</td>
<td>both... and; either...or; neither...nor; not only...but (also)</td>
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<tr>
<td>Correlative</td>
<td>A pair of conjunctions that join parallel words or word groups</td>
<td></td>
</tr>
<tr>
<td>Subordinating</td>
<td>Begins subordinate clause and connects it to independent clause</td>
<td>as though, because, if, since, so that, than, when, where, while</td>
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<tr>
<td>INTERJECTION (INTER)</td>
<td>Expresses emotion; usually followed by a comma or exclamation point</td>
<td>hey, oops, ouch, wow</td>
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**NOTE:** Although most words are one specific part of speech, it is important to keep in mind that they aren’t always the same part of speech. The way a word is used in a sentence determines the word’s part of speech. Some phrases and clauses can also act as parts of speech.
LEVEL TWO: Parts of a Sentence

Every sentence contains five potential components. (Subject and predicate will always be there, although the subject may be implied (the understood you). The other three components may be found in sentences.)

1. SUBJECT (SUBJ.): tells whom or what the sentence is about

Simple subject: the main word or group of words that tells whom or what the sentence is about
EX: The teacher in the next room is the smartest person I know.

Complete subject: includes all the modifiers along with the main word or group of words
EX: The teacher in the next room is the smartest person I know.

Compound subject: contains two or more subjects usually joined by and or nor
EX: Mark Twain and Harper Lee are American authors.

2. PREDICATE (PRED.):

Simple predicate: the verb or verb phrase that tells something about the subject
EX: He is a genius of monumental proportions.

Complete predicate: the verb and everything else except the subject
EX: He is a genius of monumental proportions.

Compound predicate: two or more predicates usually joined by and or nor
EX: They wrote great novels and became famous.

AVP-T (transitive): action verb predicate (transitive—transfers action onto a direct object)

AVP-I (intransitive): action verb predicate (intransitive—stands alone; doesn’t transfer action onto a direct object)

LVP: Linking Verb Predicate

3. DIRECT OBJECT (DO): a noun or pronoun that receives the action of a verb or that shows the result of the action. It tells whom or what after a transitive verb
   Throw me the ball.

4. INDIRECT OBJECT (IO): a noun or pronoun that precedes the direct object and that usually tells to whom or for whom (or to what or for what) the action of the verb is done.
   Throw me the ball.

   Note: You can have a sentence with a direct object and not an indirect object, but not vice versa. If there is an indirect object, the physical order within the sentence is ALWAYS verb-indirect object-direct object.

5. SUBJECT COMPLEMENT (SC): a word or word group that completes the meaning of a linking verb and that identifies or modifies the subject; can be a noun or an adjective

SCN: Subject Complement Noun (may be called a Predicate Noun or Predicate Nominative)
EX: She is my friend.

SCA: Subject Complement Adjective (may be called a Predicate Adjective)
EX: The sky was green.
LEVEL THREE: Phrases

A phrase is a group of related words that is used as a single part of speech and that does NOT contain both a verb and its subject.

1. Prepositional Phrase (PREP): A prepositional phrase begins with a preposition and ends with a noun or pronoun that is called the object of the preposition. A prepositional phrase may also contain modifiers of the object of the preposition. Prepositional phrases may serve as adjectives (modifying nouns or pronouns and answering the questions what kind or which one) or as adverbs (modifying verbs, adjectives, or other adverbs and answering the questions when, where, how, why, or to what extent). An adjective phrase usually follows the word it modifies. An adverb phrase may come either before or after the word or group it modifies.

   EXAMPLE OF PREP PHRASE USED AS AN ADJECTIVE: Lizabeth destroyed Miss Lottie’s garden of marigolds.
   EXAMPLE OF PREP PHRASE USED AS AN ADVERB: She answered with a smile.

2. Appositive and Appositive Phrases (APPOS): An appositive is a noun or a pronoun placed beside another noun or pronoun to identify it or explain it. An appositive phrase consists of an appositive and its modifiers; usually follows the noun or pronoun it refers to; for emphasis, however, it may come at the beginning of a sentence. These are usually set off by commas; however, if the appositive is closely related to the preceding noun or pronoun, it should not be set off by commas.

   APPOSITIVE EXAMPLE: My brother Richard goes to college.

VERBALS AND VERBAL PHRASES

A verbal is a form of a verb used as a noun, an adjective, or an adverb. A verbal phrase consists of a verbal and its modifiers and complements. The three kinds of verbals are participles, gerunds, and infinitives.

3. Participles and Participle Phrases (PART): A participle is a verb form that can be used as an adjective; present participles end in -ing; most past participles end in -ed or -en; others are irregularly formed. A participial phrase consists of a participle and all the words related to the participle. DO NOT CONFUSE a participle used as an adjective with a participle used as part of a verb phrase.

   PRESENT PARTICIPLE EXAMPLE: Doodle collapsed in the pouring rain.
   PAST PARTICIPLE EXAMPLE: Lizabeth sat in the ruined garden and cried.
   PRESENT PARTICIPIAL PHRASE EXAMPLE: Lying quietly in his bed, Harry told Timber about the snake.
   PAST PARTICIPIAL PHRASE EXAMPLE: The speaker, known for her strong support of recycling, was loudly applauded.

4. Gerunds and Gerund Phrases (GERUND): A gerund is a verb form ending in -ing that is used as a noun. A gerund phrase consists of a gerund and all the words related to the gerund. DO NOT CONFUSE a gerund with a present participle used as an adjective or as part of a verb phrase.

   GERUND EXAMPLE: Running is my favorite physical activity.
   GERUND EXAMPLE: Following the basketball coach's advice, she was planning to go on with her training. (NOTE: In this sentence, following is a present participle that modifies the pronoun she; planning is part of the verb phrase was planning.)
   GERUND PHRASE EXAMPLE: Violently destroying the marigolds was Elizabeth's last act of childhood.
   GERUND PHRASE EXAMPLE: His job is giving the customers their menus.

5. Infinitives and Infinitive Phrases (INF): An infinitive is a verb form, usually preceded by to, that can be used as a noun, an adjective, or an adverb. An infinitive phrase consists of an infinitive and all the words related to the infinitive, such as a direct object of the infinitive verb (as in to hunt Rainsford... Rainsford is the direct object of the infinitive to hunt). DO NOT CONFUSE an infinitive with a prepositional phrase that begins with to.

   INFINITIVE (USED AS A NOUN) EXAMPLE: To proofread is important.
   INFINITIVE PHRASE (USED AS A NOUN-SUBJECT) EXAMPLE: To proofread your writing carefully is important.
   INFINITIVE PHRASE (USED AS A NOUN-DIRECT OBJECT) EXAMPLE: Why did she finally decide to buy that video?
   INFINITIVE PHRASE (USED AS A NOUN-SUBJECT COMPLEMENT) EXAMPLE: Zaroff's plan was to hunt Rainsford.
   INFINITIVE PHRASE (USED AS AN ADJECTIVE) EXAMPLE: The narrator's plan to help Doodle succeeded at first.
   INFINITIVE PHRASE (USED AS AN ADVERB) EXAMPLE: Fortunato was eager to taste the amontillado.

NOTE: An infinitive may have a subject, in which case it forms an infinitive clause. EX: Juliet trusted Friar Laurence and asked him to help her. (The infinitive clause is the direct object of asked. Him is the subject of the infinitive to help. Her is the direct object of to help.) Notice in the example that a pronoun functioning as the subject of an infinitive clause takes the objective form.
LEVEL FOUR: Clauses

A clause is a group of words that contains a verb and its subject and that is used as part of a sentence.

1. Independent Clause (INDEP): An independent (or main) clause expresses a complete thought and can stand by itself as a sentence.

   EXAMPLE: *Della gives Jim a watch chain, and Jim gives Della a set of combs.*
   EXAMPLE: *When I wrote my report on William Shakespeare, I quoted from three of his plays.*

2. Dependent Clause (DEPEN): A dependent (or subordinate) clause does not express a complete thought and cannot stand alone. A subordinate clause may serve as an adjective (modifying a noun or pronoun), as an adverb (modifying a verb, an adjective, or an adverb), or as a noun (as a subject, subject complement noun/predicate nominative, direct object, indirect object, or an object of a preposition).

   EXAMPLE OF DEPENDENT CLAUSE: *Because I told him the truth,* Dad wasn’t too angry about the broken window.

   An adjective clause, which always follows the word it modifies, usually begins with a relative pronoun, such as who, whom, which, or that. Occasionally, an adjective clause begins with the relative adverb where or when. Besides introducing an adjective clause, a relative pronoun has its own function within the clause.

   EXAMPLES OF DEPENDENT CLAUSES SERVING AS ADJECTIVES (ADJECTIVE CLAUSES):
   Not all the stories *that* Edgar Allan Poe *wrote* deal with horror or terror.
   (The adjective clause modifies stories. *That* is the direct object of *wrote.*)
   
   In “The Gift of the Magi,” Della and Jim, *who are deeply in love,* make sacrifices to buy gifts for each other.
   (The adjective clause modifies Della and Jim. *Who* is the subject of *are.*)

   NOTE: A relative pronoun is sometimes left out of an adjective clause.
   EX: The mechanic [whom] you recommended fixed my stepfather’s motorcycle.

   An adverb clause, which may come before or after the word it modifies, tells how, when, where, why, to what extent (how much), or under what condition. An adverb clause begins with a subordinating conjunction, such as although, because, if, so that, or when.

   EXAMPLES OF DEPENDENT CLAUSES SERVING AS ADVERBS (ADVERB CLAUSE):
   *Because we did so well in the discussion of the play,* our teacher did not assign any homework.
   (The adverb clause modifies did assign, telling why.)
   
   His pitching arm is stronger today than it ever was.
   (The adverb clause modifies stronger, telling to what extent.)

   An noun clause may be used as a subject, a subject complement noun/predicate nominative, a direct object, an indirect object, or an object of a preposition.

   EXAMPLE OF DEPENDENT CLAUSES SERVING AS A NOUN (SUBJECT):
   *What Odysseus did* was clever.

   EXAMPLE OF DEPENDENT CLAUSES SERVING AS A NOUN (SUBJECT COMPLEMENT NOUN/PREDICATE NOMINATIVE):
   The captains are *who pick the players for their teams.*

   EXAMPLE OF DEPENDENT CLAUSES SERVING AS A NOUN (DIRECT OBJECT):
   The sniper discovered *that his brother was the enemy.*

   EXAMPLE OF DEPENDENT CLAUSES SERVING AS A NOUN (INDIRECT OBJECT):
   The clerk should tell *whoever calls* the sales prices.

   EXAMPLE OF DEPENDENT CLAUSES SERVING AS A NOUN (OBJECT OF PREPOSITION):
   He knew the price of *whatever they requested.*
THE EXTRA LEVEL: Types and Kinds of Sentence

Types of Sentences (Structure):
1. **Simple**: has one independent clause and no dependent/subordinate clauses
2. **Compound**: has two or more independent clauses but no dependent/subordinate clauses
3. **Complex**: has one independent clause and at least one dependent/subordinate clause
4. **Compound-Complex**: contains two or more independent clauses and at least one subordinate clause

Kinds of Sentences (Purpose):
1. **Declarative**: makes a statement; is followed by a period
2. **Imperative**: makes a request or gives a command; it is usually followed by a period; a very strong command, however, is followed by an exclamation point
3. **Interrogative**: asks a question; is followed by a question mark
4. **Exclamatory**: expresses strong feeling; is followed by an exclamation point

EXAMPLE:

**SENTENCE:** When he was nearly thirteen, my brother Jem got his arm badly broken at the elbow.

**Parts of Speech:**

<table>
<thead>
<tr>
<th>conj.</th>
<th>pron.</th>
<th>v.</th>
<th>adv.</th>
<th>adj.</th>
<th>pron.</th>
<th>n.</th>
<th>v.</th>
<th>pron.</th>
<th>adj.</th>
<th>prep.</th>
<th>adj.</th>
<th>n.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBJ</td>
<td>LVP</td>
<td>SCA</td>
<td>SUBJ</td>
<td>AVP-T</td>
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**Parts of Sentence:**

- **Phrases:**
  - appos
  - partic. phrase
  - prep phrase

- **Clauses:**
  - subordinate clause
  - main clause

**TYPE OF SENTENCE:** complex declarative
Parts of a Sentence