

8 Parts of Speech

Part of Speech	Function	Examples
Nouns الاسماء	Naming people, places, things & ideas/concepts	<ul style="list-style-type: none"> • Mike owns the fastest car • They decided to buy the house • I believe in free speech
Adjectives الصفات	Describing nouns and pronouns	<ul style="list-style-type: none"> • That was an exciting film • The boy in the red jumper is happy • This is the longest essay
Adverbs الظروف	Modifying verbs, adjectives & adverbs	<ul style="list-style-type: none"> • She walked slowly • They are extremely poor • The police arrived very quickly
Verbs الافعال	Expressing a physical action or state	<ul style="list-style-type: none"> • Federer plays tennis • The floods are serious • Take your time
Prepositions حروف الجر	Showing relationships of words and phrases	<ul style="list-style-type: none"> • The book is on the table • He went into the room • I'm against war
Pronouns الضمائر	Replacing nouns	<ul style="list-style-type: none"> • John gave her a gift • Why did you push me? • Please look after yourself
Conjunctions الاقتران	Joining words, phrases & clauses	<ul style="list-style-type: none"> • He's tall and slim • I'll wait until she arrives • Tom's sick so he's not here
Interjections التعجب	Showing strong emotions or feelings	<ul style="list-style-type: none"> • Wow, that's brilliant news! • Ouch, that really hurt • Hey! How are you doing?

Expressing numbers in English

Expressing numbers in English can be confusing to both students and those listening. Make sure you understand how to express numbers in spoken English by following these rules.

Below you will find numbers written out in order to help students learn the correct grouping in English. Generally speaking, numbers larger than nine should always be expressed by numbers in written English, while numbers under 10 should be written out:

- I have 15 clients in New York.

- He ate three cookies.
- She has 240 contacts on her mailing list.

How to Say Numbers from One to 100

Say individual numbers between one and twenty. After that, use the tens (twenty, thirty, etc.) followed by the numbers one through nine:

- 7 - seven
- 19 - nineteen
- 32 - thirty-two
- 89 - eighty-nine

When expressing large numbers (more than one hundred), read in groups of hundreds. The order is as follows: billion, million, thousand, hundred. Notice that hundred, thousand, etc. is NOT followed by an "s:"

- 200 is two hundred **NOT two hundreds**

How to Say Numbers in the Hundreds

Say numbers in the hundreds by beginning with numerals one through nine followed by "hundred". Finish by saying the last two digits:

- 350 – three hundred fifty
- 425 – four hundred twenty-five
- 873 - eight hundred seventy-three
- 112 - one hundred twelve

NOTE: British English takes "and" following "hundred." American English omits "and:"

How to Say Numbers in the Thousands

The next group is the thousands. Say a number up to 999 followed by "thousand." Finish by reading the hundreds when applicable:

- 15,560 – fifteen thousand five hundred sixty
- 786,450 – seven hundred six thousand four hundred fifty
- 342,713 - three hundred forty-two thousand seven hundred thirteen
- 569,045 - five hundred sixty-nine thousand forty-five

How to Say Numbers in the Millions

For millions, say a number up to 999 followed by "million." Finish by saying first the thousands and then the hundreds when applicable:

- 2,450,000 – two million four hundred fifty thousand

- 27,805,234 - twenty-seven million eight hundred five thousand two hundred thirty-four
- 934,700,000 – nine hundred thirty-four million seven hundred thousand
- 589,432,420 - five hundred eighty-nine million four hundred thirty-two thousand four hundred twenty

For even larger numbers, first use billions and then trillions in a similar manner to millions:

- 23,870,550,000 - twenty-three billion eight hundred seventy million five hundred fifty thousand
- 12,600,450,345,000 - twelve trillion six hundred billion four hundred fifty million three hundred forty-five thousand

Large numbers are often rounded to the next biggest or next smallest number to make things easier. For example, 345,987,650 is rounded to 350,000,000.

How to Say Numbers With Decimals

Speak decimals as the number followed by "point." Next, say each number beyond the point individually:

- 2.36 - two point three six
- 14.82 - fourteen point eight two
- 9.7841 - nine point seven eight four one
- 3.14159 - three point one four one five nine (that's Pi!)

How to Say Percentages

Say percentages as the number followed by "percent:"

- 37% - *thirty-seven percent*
- 12% - *twelve percent*
- 87% - *eighty-seven percent*
- 3% - *three percent*

How to Talk About Fractions

Say the top number as a cardinal number, followed by the ordinal number + "s:"

- 3/8 - three-eighths
- 5/16 - five-sixteenths
- 7/8 - seven-eighths
- 1/32 - one thirty-second

Exceptions to this rule are:

- 1/4, 3/4 - one-quarter, three quarters
- 1/3, 2/3 - one third, two-thirds

- $1/2$ - one-half

Read numbers together with fractions by first stating the number followed by "and" and then the fraction:

- $4\ 7/8$ - four and seven-eighths
- $23\ 1/2$ - twenty-three and one-half

Important Numerical Expressions

Here is how to say a number of important numerical expressions in English.

- **Speed:** 100 mph (miles per hour). Read speed as numbers: *One hundred miles per hour*
- **Weight:** 42 lb. (pounds). Read weight as numbers: *forty-two pounds*
- **Telephone numbers:** 212-555-1212. Read telephone numbers in individual numbers: *two one two five five five one two one two*
- **Dates:** 12/04/65. Read dates month, day, year in the U.S.
- **Temperature:** 72° F (Fahrenheit). Read temperature as "degrees + number": *seventy-two degrees fahrenheit*
- **Height** - 6'2". Read height in feet and then inches: *six feet two inches*
- **Score** - 2-1. Read scores as "number + to + number": *Two to one*

Talking About Money

When you see a price such as \$60, read the currency first then the number: *Sixty dollars*.

If the amount includes cents, express the dollar amount first, followed by the cents:

- \$43.35 - forty-three dollars and thirty-five cents
- \$120.50 - one hundred twenty dollars and fifty cents

Native speakers often just say the dollar number and then the cents number and drop "dollars" and "cents"

- \$35.80 - thirty-five eighty
- \$175.50 - one hundred seventy-five fifty

Ordinal Numbers

Ordinal numbers are used when speaking about the day of the month, or a position in a group. Most numbers end in 'th', except "first", "second", and "third" of every ten numbers:

1st	first
2nd	second

3rd	third
5th	fifth
8th	eighth
17th	seventeenth
21st	twenty-first
46th	forty-sixth
100th	one-hundredth
1000th	one thousandth

Examples:

- His birthday is May fifth.
- She is third in line, behind the guy in the cap.
- I greeted her first, as she had been waiting the longest.

How to Tell Time in English: Vocabulary and Dialogues

Use this role play to practice telling the time. Make sure you know how to use the twelve-hour clock to speak about times in the morning, in the afternoon and in the evening. Use the preposition "at" to speak about specific times.

Key Vocabulary Related to Telling Time

- Excuse me, could you tell me the time, please?
- What time is it?
- It's half past...
- It's quarter past...
- It's ten to...
- It's quarter to...
- It's twenty to
- It's twenty past
- It's ten forty-five.
- 1:00 — One o'clock
- 2:00 — Two o'clock
- 3:00 — Three o'clock
- 4:00 — Four o'clock
- 5:00 — Five o'clock
- 6:00 — Six o'clock
- 7:00 — Seven o'clock
- 8:00 — Eight o'clock
- 9:00 — Nine o'clock
- 10:00 — Ten o'clock
- 11:00 — Eleven o'clock
- 12:00 — Twelve o'clock

AM: Latin ante meridiem (before midday)

PM: Latin post meridiem (after midday)

How to Tell Time in English

Talking About the Time of Day

There are many ways to talk about the time of day in English without using an exact time. Here are some of those vocabulary words.

- Dawn: Early morning before or just as the sun rises.
- Sunrise: When the sun rises.
- Sunset: When the sun sets.
- Noon: Exactly 12 P.M.
- Midnight: Exactly 12 A.M.
- Midday: The stretch of time in the middle of the day, from approximately 11 am to 1 pm.
- Afternoon: Literally, the hours afternoon, but more specifically from 1 to 4 P.M.
- Early: The morning hours, approximately before 9 A.M.
- Day/daytime
- Twilight: The time just before the stars come out.
- Dusk: Early evening, just before or as the sun is setting.
- Early evening: From about 4:30 to 6 P.M.
- Evening: The period of time after sunset but before night.

- Late: The evening hours, approximately after 11 P.M.
- Night/nighttime
- o'clock
- A.M.--Used with a 12-hour clock for talking about times before noon and after midnight.
- P.M.--Used with a 12-hour clock for talking about times before midnight and afternoon.

Practice Dialogue

- **Jane:** Could you tell me the time, please?
- **Steve:** Certainly. It's 3 P.M.
- **Jane:** That late? I thought it was early afternoon still.
- **Steve:** Time flies when you are busy. Did you enjoy your morning?
- **Jane:** I did, but now I have to rush in order to get home before dusk.
- **Steve:** Have a good evening. See you back here tomorrow bright and early!
- **Jane:** Yes! I'll arrive by dawn or shortly thereafter.

Countable and Non-Countable Nouns: Using How Much and How Many

Whether to use how much or how many depends on whether the following noun is countable or non-countable. In English, how much is often combined with non-countable qualities known as abstractions. These are common words such as time, water, and fun. Countable nouns are objects that you can count, such as apples, telephones, or cars.

Talking About Money and Cost

Money is an example of a non-countable noun, so when talking about money and cost, you will need to use the phrase "how much."

Learn Spanish: How to Say "How Much"

- How much does the book cost?
- How much do the toys cost?

How much can also be used with the verb to be to ask about a price:

- How much is it?
- How much are the apples?

However, if the question concerns a specific unit of a currency such as dollars or pesos, both of which are countable, you should use how many:

- How many dollars does the house cost?
- How many euros do you need for lunch?
- How many pesos can you afford?

More Practice With Countable and Non-countable Nouns

Other categories of non-countable nouns include:

- Activities: housework, music, socializing, etc.
- Food types: meat, beef, pork, fish, etc.
- Groups of items: luggage, baggage, furniture, software, etc.
- Liquids: juice, water, alcohol, etc.
- Materials: wood, steel, leather, etc.

When asking for the quantity of any of these items, make sure to use how much:

- How much luggage did you take with you on vacation?
- How much alcohol did you drink?
- How much pork should I buy?
- How much homework do you have?
- How much knowledge do you have about the subject?
- How much help did he give you last week?
- How much advice would you like?

How Many is used with countable nouns. These nouns are easy to recognize because they generally end in the plural form with s.

- How many **books** are there on the shelf?
- How many **days** did it take you to finish the project?
- How many **computers** do you have?

However, there are a number of important exceptions to this rule including the following countable nouns that have irregular plurals and do not take an s.

man -> men	How many men are in the boat?
woman -> women	How many women are singing?
child -> children	How many children came to class yesterday?
person -> people	How many people joined the club?
tooth -> teeth	How many teeth has your child lost?
foot -> feet	How many feet is the football field?
mouse-> mice	How many baby mice are there?

Using Containers and Measurements

If you are looking for an exact measurement when speaking about food types and liquids, it's a good idea to use containers or measurements. In this case, you can use *how many* to ask a question:

Containers:

- How many bottles of water should I buy?
- How many boxes of rice should I get?
- How many jars of jam do you have?

Measurements:

- How many gallons of gas did you use on your trip?
- How many cups of butter do I need for this recipe?
- How many pounds of sand should I mix into the cement?

Answering How Much and How Many Questions Exactly

To provide an answer to a "how much" or "how many" question, you can provide exact amounts:

- How much does the book cost? - It's twenty dollars.
- How many people came to the party? - There were more than 200 people there!
- How much pasta should I buy? - I think we need three boxes.

Answering Questions of Quantity Approximately

To provide approximate answers, you can use phrases like: a lot of, some, a few, and a little. Note that there are slight differences between countable and non-countable answers.

You can use **a lot of** with both countable and non-countable nouns which are followed by the noun in the answer:

- How much rice do we have? - We have a lot of rice.
- How many friends did you make on vacation? - I made a lot of friends.

You can also use **a lot of** for both countable and noncount nouns when the answer is not followed by a noun:

- How much time do you have today? - I have a lot.
- How many cars have you had in your life? - I've had a lot.

You can use **some** with both countable and non-countable nouns:

- How much money do you have? - I have some money, but not much.

- How many apples are on the table? - There are some apples on the table.

You should use **a few** with countable nouns and **a little** with non-countable nouns:

- How much fun did you have? - I had a little fun last night.
- How many glasses did you drink? - I drank a few glasses of orange juice.

1. How _____ does the juice cost?

- much
- many

2. How _____ people are employed at your company?

- much
- many

3. How _____ time do you have to listen to my story?

- much
- many

4. How _____ are the shoes?

- much
- many

5. How _____ beef should I buy at the supermarket?

- much
- many

6. How _____ cars have you owned in your life?

- much
- many

7. How _____ patience do I need to learn English?

- much
- many

8. How _____ information can you give me about Australia?

- much
- many

9. How _____ days are there this month?

- much
- many

10. How _____ help do you need this weekend?

- much
- many