

**FUNDAMENTALS OF**

---

**ENGLISH**

**GRAMMAR**

Second Edition

**WORKBOOK**



---

**Betty Schramper Azar**  
**Donald A. Azar**

---

**FUNDAMENTALS OF**

---

**ENGLISH**  
**GRAMMAR**

---

Second Edition

**WORKBOOK**



**Betty Schramper Azar**  
**Donald A. Azar**

PRENTICE HALL REGENTS

[www.ez-english.narod.ru](http://www.ez-english.narod.ru)

Publisher: *Tina B. Carver*  
Managing Editor, Production: *Sylvia Moore*  
Editorial/Production Supervisor: *Janet Johnston*  
Editorial Assistants: *Shelley Hartle, Athena Foley*  
Buyer and Scheduler: *Ray Keating*  
Illustrator: *Don Martinetti*  
Cover Supervisor: *Marianne Frasco*  
Cover Designer: *Joel Mitnick Design*  
Interior Designer: *Ros Herion Freese*

©1999 by Prentice-Hall, Inc.

All rights reserved. No part of this book may be reproduced,  
in any form or by any means, without permission in writing  
from the publisher.

Printed in the United States of America

19 18 17 16 15 14 13 12 11

ISBN 0-13-347097-0

ISBN 0-13-347071-7 (VOL. A)

ISBN 0-13-347089-X (VOL. B)

---

*To Immee, Amelia Azar*

---



# Contents

<b>PREFACE</b> .....	<b>xix</b>
----------------------	------------

## Chapter 1 PRESENT TIME

PRACTICE	PAGE
◇ 1—SELFSTUDY: Interview questions and answers .....	1
◇ 2—GUIDED STUDY: Introducing yourself .....	2
◇ 3—GUIDED: Present verbs .....	2
◇ 4—SELF: Present verbs .....	3
◇ 5—SELF: Forms of the simple present .....	3
◇ 6—SELF: Simple present .....	4
◇ 7—GUIDED: Final forms with -s/-es .....	5
◇ 8—SELF: Forms of the present and present progressive .....	5
◇ 9—SELF: Simple present and present progressive .....	6
◇ 10—GUIDED: Simple present and present progressive .....	6
◇ 11—SELF: Frequency adverbs .....	7
◇ 12—GUIDED: Simple present: frequency adverbs .....	8
◇ 13—SELF: Present progressive .....	9
◇ 14—GUIDED: Present progressive .....	10
◇ 15—SELF: Simple present and present progressive .....	11
◇ 16—SELF: Present verbs: questions and short answers .....	12
◇ 17—GUIDED: Present progressive .....	13
◇ 18—GUIDED: Present progressive .....	14
◇ 19—SELF: Present verbs .....	14
◇ 20—GUIDED: Present verbs .....	15
◇ 21—GUIDED: Present verbs .....	17
◇ 22—GUIDED: Present verbs .....	17
◇ 23—SELF: Prepositions .....	18

## Chapter 2 PAST TIME

PRACTICE	PAGE
◇ 1—SELFSTUDY: Simple past	19
◇ 2—SELF: Simple past: regular and irregular verbs	20
◇ 3—SELF: Simple past forms	20
◇ 4—SELF: Simple past: regular and irregular verbs	21
◇ 5—GUIDED STUDY: Simple past: regular and irregular verbs	21
◇ 6—SELF: Simple past: Irregular verbs	22
◇ 7—GUIDED: Simple past: Irregular verbs	23
◇ 8—GUIDED: Regular verbs: pronunciation of <i>-ed</i> endings	24
◇ 9—GUIDED: Regular verbs: pronunciation of <i>-ed</i> endings	25
◇ 10—SELF: Spelling of <i>-ing</i> and <i>-ed</i> forms	26
◇ 11—SELF: Spelling of <i>-ing</i>	26
◇ 12—SELF: Simple present vs. simple past	27
◇ 13—SELF: Past progressive	28
◇ 14—GUIDED: Present progressive and past progressive	29
◇ 15—SELF: Past time using time clauses	30
◇ 16—SELF: Simple past vs. past progressive	30
◇ 17—GUIDED: Simple past vs. past progressive	31
◇ 18—GUIDED: Present and past verbs	32
◇ 19—SELF: Past habit with <i>used to</i>	33
◇ 20—GUIDED: Past habit with <i>used to</i>	34
◇ 21—GUIDED: Past habit with <i>used to</i>	34
◇ 22—GUIDED: Verb tense review	34
◇ 23—GUIDED: Past time	38
◇ 24—GUIDED: Past time	38
◇ 25—SELF: Prepositions of time	38
◇ 26—SELF: Prepositions	39

## Chapter 3 FUTURE TIME

◇ 1—SELFSTUDY: Present, past, and future	40
◇ 2—SELF: Present, past, and future	41
◇ 3—GUIDED STUDY: Present, past, and future	41
◇ 4—SELF: <i>Be going to</i>	41
◇ 5—GUIDED: <i>Be going to</i>	42
◇ 6—GUIDED: <i>Be going to</i>	42
◇ 7—SELF: <i>Will</i>	43
◇ 8—SELF: <i>Will probably</i>	43
◇ 9—GUIDED: <i>Will probably</i>	44
◇ 10—GUIDED: <i>Be going to</i> and <i>will</i>	44
◇ 11—SELF: <i>Be going to</i> vs. <i>will</i>	45
◇ 12—SELF: <i>Be going to</i> vs. <i>will</i>	46
◇ 13—SELF: Time clauses	46
◇ 14—SELF: Time clauses	47
◇ 15—SELF: <i>If</i> -clauses	47

PRACTICE	PAGE
◇ 16—GUIDED: Time clauses and <i>if</i> -clauses .....	48
◇ 17—SELF: Parallel verbs .....	48
◇ 18—SELF: Parallel verbs .....	49
◇ 19—GUIDED: Past and future .....	50
◇ 20—SELF: The present progressive to express future time .....	51
◇ 21—SELF: The present progressive to express future time .....	52
◇ 22—GUIDED: The present progressive to express future time .....	52
◇ 23—GUIDED: The present progressive to express future time .....	53
◇ 24—SELF: The simple present to express future time .....	53
◇ 25—SELF: <i>Be about to</i> .....	54
◇ 26—SELF: Verb tense review .....	54
◇ 27—SELF: Verb tense review .....	56
◇ 28—GUIDED: Verb tense review .....	56
◇ 29—GUIDED: Verb tense review .....	57
◇ 30—GUIDED: Future time .....	59
◇ 31—SELF: Prepositions .....	60
◇ 32—SELF: Prepositions .....	60

## Chapter 4 NOUNS AND PRONOUNS

◇ 1—SELFSTUDY: Plural nouns .....	61
◇ 2—SELF: Plural nouns .....	61
◇ 3—GUIDED STUDY: Plural nouns .....	62
◇ 4—GUIDED: Plural nouns .....	62
◇ 5—SELF: Subjects, verbs, objects, and prepositions .....	63
◇ 6—SELF: Nouns and verbs .....	63
◇ 7—GUIDED: Nouns and verbs .....	64
◇ 8—SELF: Adjectives .....	65
◇ 9—SELF: Adjectives and nouns .....	65
◇ 10—GUIDED: Adjectives and nouns .....	65
◇ 11—SELF: Nouns as adjectives .....	66
◇ 12—SELF: Nouns .....	66
◇ 13—GUIDED: Nouns .....	67
◇ 14—SELF: Personal pronouns .....	68
◇ 15—SELF: Personal pronouns .....	68
◇ 16—SELF: Personal pronouns .....	68
◇ 17—SELF: Personal pronouns .....	69
◇ 18—SELF: Possessive nouns .....	70
◇ 19—SELF: Possessive nouns .....	70
◇ 20—GUIDED: Possessive nouns .....	71
◇ 21—GUIDED: Review of nouns + <i>-s/-es</i> .....	73
◇ 22—SELF: Possessive pronouns and possessive adjectives .....	73
◇ 23—GUIDED: Possessive pronouns and possessive adjectives .....	74
◇ 24—SELF: Reflexive pronouns .....	74
◇ 25—SELF: Reflexive pronouns .....	74

PRACTICE	PAGE
◇ 26—SELF: Pronouns . . . . .	75
◇ 27—GUIDED: Pronoun review . . . . .	76
◇ 28—SELF: Singular forms of <i>other</i> . . . . .	77
◇ 29—SELF: Plural forms of <i>other</i> . . . . .	78
◇ 30—SELF: Summary forms of <i>other</i> . . . . .	79
◇ 31—GUIDED: Summary forms of <i>other</i> . . . . .	80
◇ 32—SELF: Capitalization . . . . .	80
◇ 33—SELF: Prepositions . . . . .	81
◇ 34—SELF: Prepositions . . . . .	82

## Chapter 5 MODAL AUXILIARIES

◇ 1—SELFSTUDY: <i>To</i> with modal auxiliaries . . . . .	83
◇ 2—GUIDED STUDY: <i>To</i> with modal auxiliaries . . . . .	83
◇ 3—SELF: Expressing ability . . . . .	84
◇ 4—GUIDED: Expressing ability . . . . .	85
◇ 5—GUIDED: Expressing past ability . . . . .	85
◇ 6—SELF: Expressing ability and possibility . . . . .	86
◇ 7—SELF: Meanings of <i>could</i> . . . . .	87
◇ 8—GUIDED: Expressing possibility . . . . .	87
◇ 9—GUIDED: Expressing possibility . . . . .	88
◇ 10—SELF: Polite questions . . . . .	88
◇ 11—GUIDED: Polite questions . . . . .	89
◇ 12—SELF: Expressing advice . . . . .	89
◇ 13—GUIDED: Expressing advice . . . . .	90
◇ 14—SELF: Expressing necessity . . . . .	90
◇ 15—GUIDED: Expressing necessity . . . . .	91
◇ 16—SELF: Expressing necessity, lack of necessity, and prohibition . . . . .	91
◇ 17—SELF: Expressing necessity, lack of necessity, and prohibition . . . . .	92
◇ 18—GUIDED: Expressing advice and necessity . . . . .	92
◇ 19—GUIDED: Expressing advice and necessity . . . . .	93
◇ 20—SELF: Making logical conclusions . . . . .	94
◇ 21—GUIDED: Making logical conclusions . . . . .	95
◇ 22—SELF: Imperative sentences . . . . .	95
◇ 23—GUIDED: Imperative sentences . . . . .	96
◇ 24—SELF: Making suggestions with <i>let's</i> and <i>why don't</i> . . . . .	96
◇ 25—GUIDED: Making suggestions with <i>why don't you</i> . . . . .	97
◇ 26—SELF: Stating preferences . . . . .	98
◇ 27—GUIDED: Stating preferences . . . . .	98
◇ 28—SELF: Cumulative review . . . . .	99
◇ 29—GUIDED: Cumulative review . . . . .	100
◇ 30—GUIDED: Review of auxiliary verbs . . . . .	101
◇ 31—GUIDED: Cumulative review . . . . .	103
◇ 32—SELF: Prepositions . . . . .	104



## Chapter 6 QUESTIONS

PRACTICE	PAGE
◇ 1—SELFSTUDY: Asking “Interview” questions . . . . .	106
◇ 2—SELF: Yes/no questions and short answers . . . . .	107
◇ 3—SELF: Yes/no questions . . . . .	108
◇ 4—GUIDED STUDY: Yes/no questions . . . . .	109
◇ 5—SELF: Yes/no and Information questions . . . . .	109
◇ 6—SELF: Information questions. . . . .	110
◇ 7—GUIDED: Yes/no and information questions . . . . .	111
◇ 8—GUIDED: Asking for the meaning of a word . . . . .	111
◇ 9—GUIDED: Questions with <i>why</i> . . . . .	112
◇ 10—SELF: Questions with <i>who</i> , <i>who(m)</i> , and <i>what</i> . . . . .	113
◇ 11—SELF: <i>Who</i> , <i>who(m)</i> , and <i>what</i> . . . . .	113
◇ 12—SELF: <i>What</i> + a form of <i>do</i> . . . . .	114
◇ 13—GUIDED: <i>What</i> + a form of <i>do</i> . . . . .	115
◇ 14—GUIDED: <i>What</i> + a form of <i>do</i> . . . . .	115
◇ 15—GUIDED: <i>What kind of</i> . . . . .	116
◇ 16—SELF: <i>Which</i> vs. <i>what</i> . . . . .	116
◇ 17—SELF: <i>Who</i> vs. <i>whose</i> . . . . .	117
◇ 18—GUIDED: Asking questions. . . . .	117
◇ 19—SELF: Using <i>how</i> . . . . .	118
◇ 20—SELF: Using <i>how far</i> and <i>how long</i> . . . . .	119
◇ 21—SELF: Using <i>how</i> . . . . .	119
◇ 22—GUIDED: Using <i>how</i> . . . . .	120
◇ 23—SELF: Cumulative review . . . . .	121
◇ 24—GUIDED: Cumulative review . . . . .	122
◇ 25—GUIDED: Cumulative review . . . . .	124
◇ 26—GUIDED: Cumulative review . . . . .	124
◇ 27—GUIDED: <i>What about</i> and <i>how about</i> . . . . .	124
◇ 28—SELF: Tag questions. . . . .	125
◇ 29—SELF: Tag questions. . . . .	126
◇ 30—GUIDED: Tag questions. . . . .	126
◇ 31—GUIDED: Asking questions. . . . .	127
◇ 32—SELF: Prepositions. . . . .	127

## Chapter 7 THE PRESENT PERFECT AND THE PAST PERFECT

◇ 1—SELFSTUDY: Forms of the present perfect . . . . .	128
◇ 2—SELF: The present perfect. . . . .	129
◇ 3—SELF: The present perfect vs. the simple past . . . . .	129
◇ 4—SELF: Irregular verbs . . . . .	130
◇ 5—GUIDED STUDY: Irregular verbs . . . . .	132
◇ 6—SELF: <i>Since</i> vs. <i>for</i> . . . . .	134
◇ 7—SELF: Sentences with <i>since</i> -clauses . . . . .	135

PRACTICE	PAGE
◇ 8—GUIDED: <i>Since vs. for</i> .....	135
◇ 9—GUIDED: Verb tense review .....	136
◇ 10—SELF: The present perfect progressive .....	136
◇ 11—SELF: The present perfect progressive .....	137
◇ 12—GUIDED: Verb tenses .....	138
◇ 13—GUIDED: Verb forms .....	138
◇ 14—GUIDED: Verb forms .....	140
◇ 15—SELF: Midsentence adverbs .....	140
◇ 16—GUIDED: Frequency adverbs .....	141
◇ 17—SELF: <i>Already, still, yet, anymore</i> .....	142
◇ 18—GUIDED: Adverb placement .....	143
◇ 19—SELF: The past perfect .....	143
◇ 20—SELF: The present perfect vs. the past perfect .....	145
◇ 21—SELF: The past progressive vs. the past perfect .....	145
◇ 22—SELF: The present perfect, past progressive, and past perfect .....	146
◇ 23—SELF: Verb tense review .....	147
◇ 24—GUIDED: Verb tense review .....	147
◇ 25—SELF: Prepositions .....	148

## Chapter 8 COUNT/NONCOUNT NOUNS AND ARTICLES

◇ 1—SELFSTUDY: Count and noncount nouns .....	149
◇ 2—SELF: Count and noncount nouns: <i>a/an</i> and <i>some</i> .....	149
◇ 3—SELF: Count and noncount nouns: adding <i>-s</i> .....	150
◇ 4—SELF: Count and noncount nouns: using <i>two</i> .....	150
◇ 5—SELF: Count and noncount nouns: using <i>a lot of</i> .....	151
◇ 6—SELF: Count and noncount nouns: using <i>too many</i> and <i>too much</i> .....	151
◇ 7—SELF: Count and noncount nouns: using <i>a few</i> and <i>a little</i> .....	152
◇ 8—SELF: <i>A vs. an</i> : singular count nouns .....	152
◇ 9—SELF: <i>A/an vs. some</i> .....	153
◇ 10—SELF: Count and noncount nouns .....	153
◇ 11—GUIDED STUDY: Count and noncount nouns .....	154
◇ 12—GUIDED: Count and noncount nouns .....	155
◇ 13—SELF: <i>How many</i> and <i>how much</i> .....	155
◇ 14—SELF: <i>A few vs. a little</i> .....	156
◇ 15—SELF: <i>How many</i> and <i>how much</i> .....	157
◇ 16—SELF: Units of measure with noncount nouns .....	158
◇ 17—GUIDED: Units of measure with noncount nouns .....	158
◇ 18—GUIDED: <i>How many</i> and <i>how much</i> .....	159
◇ 19—GUIDED: Count and noncount nouns .....	159
◇ 20—SELF: Noncount abstractions .....	160
◇ 21—GUIDED: Noncount abstractions .....	160
◇ 22—SELF: Using <i>a</i> or $\emptyset$ for generalizations .....	161
◇ 23—SELF: Using <i>a</i> or <i>some</i> .....	161
◇ 24—SELF: <i>A/an vs. the</i> : singular count nouns .....	161