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Raymond Murphy and Fernando García Clemente

Frontmatter

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Essential Grammar in Use

Edición en español

Gramática
básica
de la lengua
inglesa

TERCERA
EDICIÓN

con respuestas

**Raymond Murphy
y Fernando García Clemente**



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El presente

- 1 **am/is/are** (*afirmación y negación*)
- 2 **am/is/are** (*interrogación*)
- 3 **I'm hungry / It's cold** etc.
- 4 **I am doing** (present continuous)
- 5 **are you doing?** (present continuous, *interrogación*)
- 6 **I do/work/like** etc. (present simple, *afirmación*)
- 7 **I don't ...** (present simple, *negación*)
- 8 **Do you ... ?** (present simple, *interrogación*)
- 9 **I am doing** (present continuous) y **I do** (present simple)
- 10 **I have ... y I've got ...**

El pasado

- 11 **was/were**
- 12 **worked/got/went** etc. (past simple)
- 13 **I didn't ... Did you ... ?** (past simple, *negación e interrogación*)
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- 20 **for since ago**
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- 31 **can y could**
- 32 **must mustn't don't need to**
- 33 **should**
- 34 **I have to ...**
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- 36 **Do this! Don't do that! Let's do this!** (*imperativo*)
- 37 **I used to ...**

There y it

- 38 **there is there are**
- 39 **there was/were there has/have been there will be**
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 48 **What ... ? Which ... ? How ... ? (la interrogación 4)**
 49 **How long does it take ... ?**
 50 **Do you know where ... ? I don't know what ... etc.**

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- 52 **work/working go-going do/doing**
 53 **to ... (I want to do) y -ing (I enjoy doing)**
 54 **I want you to ... I told you to ...**
 55 **I went to the shop to ...**

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- 56 **go to ... go on ... go for ... go -ing**
 57 **get**
 58 **do y make**
 59 **have**

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- 60 **I/me he/him they/them etc.**
 61 **my/his/their etc.**
 62 **Whose is this? It's mine/yours/hers etc.**
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 64 **myself/yourself/themselves etc.**
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A y the

- 66 **a/an ... 1**
 67 **a/an ... 2**
 68 **train(s) bus(es) (singular y plural)**
 69 **a bottle / some water (contable/incontable 1)**
 70 **a cake / some cake / some cakes (contable/incontable 2)**
 71 **the**
 72 **go to work go home go to the cinema**
 73 **I like music I hate exams**
 74 **the ... (con nombres de lugares)**

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- 75 **this/that/these/those**
 76 **one/ones**
 77 **some y any**
 78 **not + any no none**
 79 **not + anybody/anyone/anything nobody/no-one/nothing**
 80 **somebody/anything/nowhere etc.**
 81 **every y all**
 82 **all most some any no/none**
 83 **both either neither**
 84 **a lot much many**
 85 **(a) little (a) few**

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 90 **not as ... as**
 91 **the oldest** **the most expensive**
 92 **enough**
 93 **too**

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 99 **When ...**
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 101 a person **who ...** a thing **that/which ...** (*oraciones de relativo 1*)
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 104 **from ... to until since for**
 105 **before after during while**
 106 **in at on** (*preposiciones de lugar 1*)
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 108 **to in at** (*preposiciones de lugar 3*)
 109 **under, behind, opposite etc.**
 110 **up, over, through etc.**
 111 **on at by with about**
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 113 **listen to ... , look at ... etc.** (*verbo + preposición*)

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A los estudiantes (que trabajen sin ayuda de profesor)

Essential Grammar in Use, Tercera edición en español es un libro de gramática inglesa de nivel elemental. Consta de 115 unidades que abordan distintos puntos gramaticales. Las unidades aparecen en una lista al principio del libro (*Indice general*).

No estudies todas las unidades en el orden en que aparecen. Es mejor que selecciones las unidades que necesites. Por ejemplo, si tienes dificultades con el uso del PRESENT PERFECT (*have done/have been etc.*), estudia las unidades 16–20.

Estudia el *Indice general* o el *Indice analítico* (que aparece al final del libro) para buscar la unidad o las unidades apropiadas.

Indice general

A los estudiantes vi
A los profesores viii
Agradecimientos x

El presente

- 1 **am/is/are** (*afirmación y negación*)
- 2 **am/is/are** (*interrogación*)
- 3 **I'm hungry / It's cold etc.**
- 4 **I am doing** (*present continuo*)
- 5 **are you doing?** (*present continuo, interrogación*)
- 6 **I do/work/like etc.** (*present simple, afirmación*)
- 7 **I don't ...** (*present simple, negación*)
- 8 **Do you ... ?** (*present simple, interrogación*)
- 9 **I am doing** (*present continuo*) y **I do** (*present simple*)
- 10 **I have ... y I've got ...**

El pasado

- 11 **was/were**
- 12 **worked/got/went etc.** (*past simple*)
- 13 **Did you ... ?** (*past simple, negación e interrogación*)

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aproximadamente		enjoy -ing 53B

Si no sabes con seguridad qué unidades necesitas estudiar, usa la *Guía para el estudio* que aparece al final del libro.

Guía para el estudio		Guía para el estudio	
SI NO SABES CUÁL ES CORRECTA		SI NO SABES CUÁL ES CORRECTA	
ESTUDIA UNIDAD	ESTUDIA UNIDAD	ESTUDIA UNIDAD	ESTUDIA UNIDAD
3.1 Where _____ on Sunday afternoon? I couldn't find you. A you were B you have been C was you D have you been E were you	21	7.4 Before Maria came to Britain, she _____ understand much English. A can B can't C not D couldn't E doesn't	31
Voz pasiva		7.5 We _____ walk home last night. There were no buses. A have to B had to C must D mustn't E must have	32, 34
4.1 This house _____ 100 years ago. A is built B is building C was building D was built E built	22, 24	7.6 A must B mustn't C must not D doesn't need E don't need to	32
4.2 _____ to the party last week. A didn't invite B didn't invited C weren't invited D wasn't invited E haven't been invited	22, 24	7.7 It's a good film. You _____ go and see it. A should to B ought to C ought D should E need	33
4.3 'Where _____ born?' 'In Cain's.' A you are B you were C was you D are you E were you	22	7.8 What time _____ go to the dentist tomorrow? A you must B you have to C have you to D do you have to	34
4.4 My car is at the garage. It _____ repaired. A has repaired B is repairing C have been repaired D repaired E repairs	23	7.9 We _____ wait long for the bus – it came in a few minutes. A don't have to B hadn't to C didn't have to D didn't had to E mustn't	34
4.5 I can't find my keys. I think _____. A they've been stolen B they're stolen C they've stolen D they're being stolen	23	7.10 A Are you liking B You like C there have been D Do you like	35
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5.1 It _____, so we didn't need an umbrella. A wan't raining B won't rain C didn't raining D wasn't raining	24	7.12 Dave _____ in a factory. Now he works in a supermarket. A working B works C worked D use to work E used to work	37
5.2 Somebody _____ this window. A has broken B has broken C has break D has break	25	There're 8.1 Excuse me, _____ a hotel near here? A I has there B is there C there is D is it	38
Futuro		8.2 A I have B has C there have D They are E There are	38
6.1 Andrew _____ tennis tomorrow. A is playing B play C plays D is play	26	8.3 I was hungry when I got home, but _____ anything to eat. A there wasn't B there weren't C it wasn't D there hasn't been	39
6.2 _____ out tonight. A Are you going B Are you go C Do you go D Go you E Do you going	26	8.4 A It's B It has C There is D There are	40
6.3 'What time is the concert tonight?' 'It _____ at 7.30.' A is start B is starting C starts D start E starting	26	8.5 A Are you true that you're going away? A Is there B Is it C Is D Are you	40
6.4 What _____ to the wedding next week? A are you wearing B are you going to wear C do you wear D you are wearing	27	Verbs auxiliares 9.1 I _____ got a cat, but my sister _____. A hasn't B hasn't C hasn't D hasn't E has got	41
6.5 I took Kelly _____ the exam. A passes B will pass C will be pass D will passing	28	9.2 I don't like hot weather, but Sue _____. A does B doesn't C do D does like E likes	41
6.6 _____ to the cinema on Saturday. Do you want to come with us? A We go B We'll go C We're going D We will going	28	9.3 'Nicole got married last week.' 'Really?' A Is she? B Got she? C Did she? D Has she?	42
6.7 _____ you tomorrow, OK? 'OK, bye.'	29	9.4 You haven't met my mother. _____? A haven't B have you C did you D you have E you haven't	42
6.8 There's a good film on TV tonight. A I watch B I'll watch C I'm going to watch D I'll watching	29	9.5 Bill doesn't watch TV. He doesn't read newspapers _____. A also B either C neither D never	43
6.9 It's a nice day _____ for a walk? A Do we go B Shall we go C Are we go D We go E Go we	29	9.6 I'd like to go to Australia. A So do L B So am I C So would L D Neither do L E So I would	43
Verbs modales, imperativo etc.		9.7 Sure, you _____ much at weekends. A don't B doesn't C doesn't do D doesn't do	44
7.1 A I'll go B I'm going C I may go D I might go	30		
7.2 _____ here? Yes, of course.'	30, 31		
7.3 A Can I sit B Can I sit C May I sit D Can I to sit	30, 31		
7.4 I'm having a party next week, but Paul and Rachel A can't come B can't to come C can't coming D couldn't come	31		

Guía para el estudio (páginas 262–271)

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Cada unidad tiene dos páginas. La izquierda contiene información y la derecha ejercicios.

Información

Unidad 4 I am doing (present continuous)

A

She's eating.
She isn't reading.

It's raining.
The sun isn't shining.

They're running.
They aren't walking.

B

PRESENT CONTINUOUS se forma así:

am/is/are + doing (ing) + estando + viendo + oyendo etc., para expresar acciones que están sucediendo en el momento:

I am (ing)	I'm working	I'm not watching TV
she is (ing)	She's reading a newspaper	She isn't eating. (She's not eating.)
we are (ing)	We're having dinner	We aren't eating.
they are (ing)	They're playing football	They aren't watching television

PRESENT CONTINUOUS expresa hecho o cosa en este momento:

jetzt	ahora	futuro
I'm working	I'm writing	I'm going to work
I'm playing	I'm reading	I'm coming
I'm running	I'm swimming	I'm returning
I'm singing	I'm writing	I'm leaving
I'm dancing	I'm swimming	I'm returning
I'm flying	I'm swimming	I'm leaving

Otras formas: *estoy haciendo* → *estoy cocinando*, *estoy comiendo*, *estoy viendo* → *estoy viendo televisión*
yo hice → *yo hice* → *yo estoy haciendo* → *yo estoy cocinando*, *yo vi* → *yo vi* → *yo estoy viendo* → *yo estoy viendo televisión*

Ejercicios

Unidad 4

4.1 ¿Qué están haciendo estas personas? Completa las frases usando los verbos siguientes:

eat	have	lie	play	sit	walk
1. She's eating	an apple	4.	on the floor		
2. He	for his	5.			
3. They	breakfast	6.	on the table		

4.2 Completa las frases usando uno de estos verbos:

cook	go	have	stand	stay	swim	work
1. Please be quiet. I'm	1. 'm working					
2. Look, there's! She's	2. I'm in the kitchen. He					
3. Where are the children?	3. I'm reading a book.					
4. Listen! Somebody	4. I'm sorry. I'm in the river.					
5. It's raining. I'm	5. I'm in bed. We					
6. Where's Sue?	6. She's					
7. They	7. They're					
8. I'm	8. now. Goodbye.					

4.3 Observa el dibujo ycribe frases sobre Jane usando She's...ing o She isn't...ing.

1. Jane

1. Jane is singing. She's singing a new song.

2. Jane is not swimming. It's raining.

3. Jane is not reading. She is not reading a book.

4. Jane is not talking. She is not talking to anyone.

5. Jane is not listening. She is listening to the piano.

6. Jane is not writing. She is not writing a letter.

7. Jane is not dancing. She is dancing.

8. Jane is not sleeping. She is sleeping.

4.4 Observa el dibujo ycribe frases sobre June usando She's...ing o She isn't...ing.

1. June

1. June is not eating my hair. She is not eating my hair.

2. June is not swimming. It's raining.

3. June is not reading a book. She is not reading a book.

4. June is not talking. She is not talking to anyone.

5. June is not listening. She is listening to the computer.

6. June is not writing. She is writing.

7. June is not dancing. She is dancing.

8. June is not sleeping. She is sleeping.

4.5 Observa el dibujo ycribe frases usando Sandra.

1. Sandra

1. Sandra is not reading the newspaper. She is reading the newspaper.

2. Sandra is not swimming. She is swimming.

3. Sandra is not talking. She is talking to someone.

4. Sandra is not writing. She is writing.

5. Sandra is not dancing. She is dancing.

6. Sandra is not listening. She is listening to the computer.

7. Sandra is not sleeping. She is sleeping.

8. Sandra is not swimming. She is swimming.

9. Sandra is not reading a newspaper. She is reading a newspaper.

10. Sandra is not talking to anyone. She is talking to someone.

Ejercicios

Soluciones a los ejercicios

En muchos ejercicios se pueden usar las formas completas del verbo *Io*, *is*, *is*, *will*, *he has etc.* o las contracciones *Io'm*, *it's*, *she'll*, *he's* como modelo de respuesta y las traducciones pueden tener más de una respuesta correcta (aparecerán solamente profesor o profesora).

UNIDAD 1

1.1

2. they're	3. it's not / it's not	4. that's	5. I'm not	6. you aren't / you're not
2. 'm / am	6. am	7. is	8. are	9. 'm / am ... is

1.2

2. cost	3. cut	4. sent	5. paid	6. read (red*)	7. rode	8. riddlen
2. cost	3. cut	4. sent	5. paid	6. read (red*)	7. rode	8. riddlen

UNIDAD 2

2.1

2. F	6. E	10. H	12. G	14. C	18. I	15. A	19. D
2. F	6. E	10. H	12. G	14. C	18. I	15. A	19. D

UNIDAD 3

3.1

2. She's / She is thirty.	3. They're / They are asleep.	4. He's / He is afraid.	5. They're / They are hungry.	6. She's / She is in a hurry.
2. She's / She is thirty.	3. They're / They are asleep.	4. He's / He is afraid.	5. They're / They are hungry.	6. She's / She is in a hurry.

3.2

3. is	4. He's / He is	5. I'm / I am or I have / I is
3. is	4. He's / He is	5. I'm / I am or I have / I is

No olvides los ocho Apéndices al final del libro (páginas 233–242). Te darán información sobre la voz activa y la voz pasiva, los verbos irregulares, las contracciones, la ortografía, algunas locuciones verbales (PHRASAL VERBS) y el uso de los cuantificadores.

También hay unos Ejercicios complementarios detrás de los Apéndices (páginas 243–261) que aparecen relacionados en la página 243.

Apéndice 2
Lista de verbos irregulares (→ Unidad 25)

infinitivo	past simple	participio pasado	infinitivo	past simple	participio pasado
be (forested)	was/were	been	let (dejarse)	let	let
buy (buy)	bought	bought	lose (perder)	lost	lost
become (forester)	became	become	make (hacer)	made	made
begin (empezar)	began	began	meet (encontrarse)	met	met
blow (soplar)	blew	blown	pay (pagar)	paid	paid
broke (romper)	broke	broken	read (leer)	read (red*)	read (red*)
bring (traer)	brought	brought	ride (montar)	rode	ridden
build (construir)	built	built	ring (llamar)	rang	run
buy (comprar)	bought	bought	rise (levantarse)	rose	risen
catch (coger)	caught	caught	run (correr)	ran	run
choose (elegir)	chose	chosen	say (decir)	said	said
come (venir)	came	come	see (ver)	saw	seen
cost (costar)	cost	cost	sell (vender)	sold	sold
cut (cortar)	cut	cut	send (enviar)	sent	sent
do (hacer)	did	done	shove (empujar)	shoved	shoved
drew (dibujar)	drew	drawn	shone (luminar)	shone	shone
drink (bebérse)	drank	drunk	shot (disparar)	shot	shot

Ejercicios complementarios

14. Observa los dibujos y completa las frases usando el *past simple* o el *verbo continuo*.

Unidades 12-15

Apéndice 3 Verbos irregulares en grupos

PAST SIMPLE y participio pasado iguales:	PAST SIMPLE y participio pasado diferentes:
1. cost → cost cut → cut let → let put → put shut → shut	1. break → broke choose → chosen spend → spent travel → travelled wear → worn
2. lend → lent read → read shout → shouted wash → washed	2. drive → drove rise → rose write → wrote
3. burn → burnt learn → learnt smell → smelled	3. beat → beat bite → bit hide → hid
4. feel → felt leave → left mean → meant	4. eat → ate fall → fell forget → forgotten give → gave open → opened take → took

15. Completa las frases usando una de estas formas:

PASADO SIMPLE (I worked / drove etc.)
PASADO CONTINUO (I was working / driving etc.)
PASADO CONTINUO (I was working / driving etc.)

1. You can *not* *watch* the television. *I* *not* *watched* *it*.
2. Last night *Jenny* *not* *sleep*. *I* *not* *watched* *it*.
3. *I* *not* *read* *the paper*.
4. *Has* *you* *given* *my key*? *No*, *I* *not* *given* *it*.
5. *David* *is* *very* *tired*. *He* *not* *had* *a good night's sleep*.
6. *When* *you* *arrived* *last Sunday morning*, *Diane* *not* *had* *any coffee*.
7. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
8. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
9. *A*: *No*, *I* *haven't* *got* *a television set*. *B*: *What*? *I* *not* *watch* *television* *very much*.
10. *A*: *What*? *B*: *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
11. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
12. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
13. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
14. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.
15. *I* *not* *had* *my new car*. *I* *not* *driven* *it*.

Ejercicios complementarios

Unidades 4-15

CD-ROM

for, since, ago, just, yet
Complete las frases. Use *for*, *since*, *ago*, *just*, *yet*.

10. Complete las frases. Use *for*, *since*, *ago*, *just*, *yet*.

1. We went to Greece two years .
2. Are you ready to go? The taxi has arrived.
3. I haven't finished this exercise .
4. Charles had toothache Monday.
5. My wife has been a police officer seven years now.
6. They phoned you from your office a few minutes .
7. We've had dinner and we're now having a coffee.
8. Terry has been cleaning the house two hours.
9. Mary has wanted to be a doctor she was a child.



A los profesores

Las características generales más importantes de este libro son:

- Essential Grammar in Use, Tercera edición en español* es un libro de gramática. No se ocupa de otros aspectos de la lengua inglesa.
- Va dirigido a estudiantes de nivel elemental y no aborda cuestiones de gramática que normalmente no se aprenden o enseñan en este nivel.
- Es a la vez un libro de consulta y de ejercicios. No es un libro de texto y no está organizado de un modo progresivo.
- Utiliza el español en las explicaciones y como referencia contrastiva entre las dos lenguas.
- Se dirige a los estudiantes y está concebido para el estudio individual.

Organización del libro

El libro consta de 115 unidades sobre distintos aspectos gramaticales. El material se organiza a partir de categorías gramaticales (tiempos verbales, formas interrogativas, artículos, etc.). Las unidades **no** están ordenadas según criterios de dificultad y, por tanto, deben usarse de acuerdo con las necesidades de los estudiantes: **no** aconsejamos seguir estrictamente el orden en que aparecen. Las secciones *Índice general* e *Índice analítico* facilitan la consulta.

Cada unidad consta de dos páginas: en la izquierda aparecen las explicaciones con ejemplos y observaciones contrastivas, en la derecha se encuentran los ejercicios correspondientes. Hay ocho *Apéndices* (páginas 233–242) dedicados a voz activa y voz pasiva, verbos irregulares, contracciones, ortografía, locuciones verbales (*PHRASAL VERBS*) y cuantificadores. Puede ser conveniente dirigir la atención de los estudiantes a esta sección.

Al final del libro hay también una *Guía para el estudio* que será de ayuda para que los estudiantes decidan qué unidades han de estudiar – véase la página 262.

Finalmente, las *Soluciones* (páginas 272–298) permiten a los estudiantes comprobar sus respuestas a todos los ejercicios del libro. Existe una edición sin la *Guía para el estudio* ni las *Soluciones* para los profesores que así lo prefieran para sus estudiantes.

Nivel

El libro es para estudiantes de nivel elemental, es decir, estudiantes con escaso conocimiento del inglés, aunque no principiantes absolutos. Se dirige principalmente a los estudiantes de nivel elemental que hayan superado los estadios iniciales de un curso para principiantes. También se podría usar por estudiantes de nivel intermedio bajo cuya gramática sea más floja que otros aspectos de su inglés o que tengan problemas con áreas concretas de gramática básica.

Las explicaciones van dirigidas al estudiante de nivel elemental y por eso son tan sencillas y breves como es posible. El vocabulario que se usa en los ejemplos y en los ejercicios también se ha restringido para que el libro pueda usarse en este nivel.

Uso del libro

Se puede usar para el estudio individual (véase *A los estudiantes*), o como material complementario. En ambos casos puede servir como libro de consulta de gramática elemental.

Si se usa en clase, puede servir para actividades de refuerzo o bien para repaso y recuperación. Se puede usar con toda la clase o sólo con los estudiantes que necesiten apoyo o práctica adicionales.

A veces será conveniente usar en clase la página izquierda (presentación y explicación), aunque ha sido concebida para estudio y consulta individual. En la mayor parte de los casos será mejor que el profesor o la profesora presente el punto grammatical del modo que considere oportuno y los estudiantes realicen los ejercicios en casa, con la página izquierda como referencia.

Habrá profesores y profesoras que prefieran usar el libro para actividades de revisión y recuperación. En tal caso se orientará el trabajo individual o en grupo hacia la unidad o unidades apropiadas.

Al final de cada unidad hay un ejercicio de traducción basado en diferencias formales entre el inglés y el español. Se facilita la traducción de algunas palabras o expresiones cuando se supone que los estudiantes pueden desconocerlas o para evitar errores que no se relacionen con el punto grammatical que aborda

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la unidad (por ejemplo, la traducción ‘*en barco* = *by boat*’ aparece en una unidad que trata del PRESENT PERFECT). Estas traducciones se refieren únicamente al contexto del ejercicio concreto. Así, por ejemplo, la traducción de ‘*las arañas*’ en el ejercicio 3.4.7 aparece como *spiders* (y no como *the spiders*).

Este libro se ha elaborado considerando posibles dificultades gramaticales contrastando el inglés y el castellano, por lo que puede ser útil para cualquier usuario de esta lengua como materna. El término ‘español’ se refiere al castellano como se usa normalmente en España.

CD-ROM

El libro va acompañado de un CD-ROM con más ejercicios diferentes a los de las unidades del libro.

Cambios con respecto a la segunda edición

Los cambios más importantes son:

- Un nuevo diseño con ilustraciones renovadas a todo color.
- Hay una unidad nueva (Unidad 36) y los materiales han sido revisados y reorganizados, de modo que la mayor parte de las unidades tiene una numeración diferente a la de la edición anterior.
- Hay muchas revisiones en las explicaciones, los ejemplos y los ejercicios (normalmente cuestiones de detalle).
- Hay dos páginas nuevas de *Ejercicios complementarios* (páginas 243–261).
- Se incluye una nueva *Guía para el estudio* al final del libro para orientar a los usuarios sobre qué unidades estudiar.
- Hay un nuevo CD-ROM con más ejercicios que acompaña al libro.

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