

# BASIC GRAMMAR IN USE

Self-study reference and  
practice for students of  
American English

**with answers**

**Fourth Edition**

**Raymond Murphy**

with William R. Smalzer and Joseph Chapple



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## *Present*

- 1 **am/is/are**
- 2 **am/is/are** (questions)
- 3 **I am doing** (present continuous)
- 4 **are you doing?** (present continuous questions)
- 5 **I do/work/like**, etc. (simple present)
- 6 **I don't ...** (simple present negative)
- 7 **Do you ... ?** (simple present questions)
- 8 **I am doing** (present continuous) and **I do** (simple present)
- 9 **I have ...** and **I've got ...**

## *Past*

- 10 **was/were**
- 11 **worked/got/went**, etc. (simple past)
- 12 **I didn't ... Did you ... ?** (simple past negative and questions)
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- 30 **should**
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- 33 **I'd rather ...**
- 34 **Do this! Don't do that! Let's do this!**

*There and it*

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- 37 **it**

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- 40 **too/either so am I / neither do I, etc.**
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- 42 **is it ...? have you ...? do they ...?, etc. (questions 1)**
- 43 **Who saw you? Who did you see? (questions 2)**
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*-ing and to ...*

- 49 **work/working go/going do/doing**
- 50 **to ... (I want to do) and -ing (I enjoy doing)**
- 51 **I want you to ... I told you to ...**
- 52 **I went to the store to ...**

*Go, get, do, make, and have*

- 53 **go to ... go on ... go for ... go -ing**
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- 56 **have**

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- 58 **my/his/their, etc.**
- 59 **Whose is this? It's mine/yours/hers, etc.**
- 60 **I/me/my/mine**
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### **A and the**

- 63 **a/an** ...  
 64 **train(s) bus(es)** (singular and plural)  
 65 **a bottle / some water** (count/noncount 1)  
 66 **a cake / some cake / some cakes** (count/noncount 2)  
 67 **a/an** and **the**  
 68 **the** ...  
 69 **go to work go home go to the hospital**  
 70 I like **music** I hate **exams**  
 71 **the** ... (names of places)

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

### *Adjectives and adverbs*

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 84 **quickly/badly/suddenly**, etc. (adverbs)  
 85 **old/older expensive / more expensive**  
 86 **older than ... more expensive than ...**  
 87 **not as ... as**  
 88 **the oldest the most expensive**  
 89 **enough**  
 90 **too**

### *Word order*

- 91 He **speaks English** very well. (word order 1)  
 92 **always/usually/often**, etc. (word order 2)  
 93 **still yet already**  
 94 **Give me that book! Give it to me!**

### *Conjunctions and clauses*

- 95 **and but or so because**  
 96 **When ...**  
 97 **If we go ... If you see ...**, etc.  
 98 **If I had ... If we went ...**, etc.  
 99 a person **who ...** a thing **that/which ...** (relative clauses 1)  
 100 the people **we met** the hotel **you stayed at** (relative clauses 2)

*Prepositions*

- 101 **at 8:00 on Monday in April**
- 102 **from ... to until since for**
- 103 **before after during while**
- 104 **in at on** (places 1)
- 105 **in at on** (places 2)
- 106 **to in at** (places 3)
- 107 **next to, between, under**, etc.
- 108 **up, over, through**, etc.
- 109 **on at by with about**
- 110 **afraid of ... , good at ... , etc. of/at/for**, etc. (prepositions) + **-ing**
- 111 **listen to ... , look at ... , etc.** (verb + preposition)

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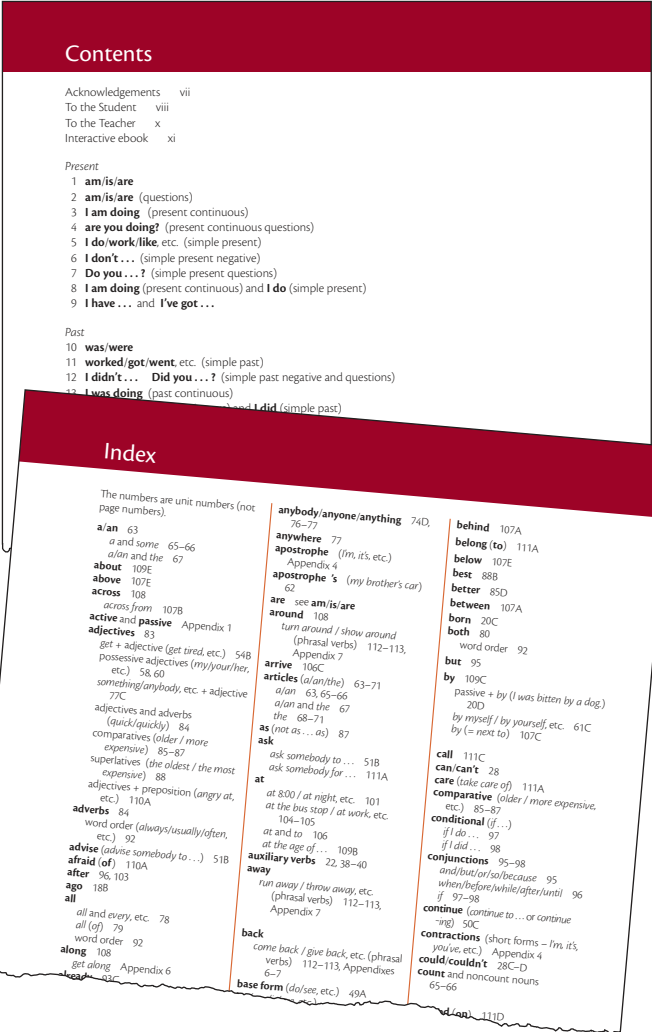
To the Student

This is a grammar book for beginning to low-intermediate students of English. There are 113 units in the book, and each unit is about a different point of English grammar. There is a list of units at the beginning of the book (*Contents*).

Do not study all the units in order from beginning to end. It is better to choose the units that you need to do. For example, if you have a problem with the present perfect (*I have been, he has done, etc.*), study Units 16–19.

Use the *Contents* or the *Index* (at the back of the book) to find the unit (or units) that you need.

If you are not sure which units you need to study, use the *Study Guide* at the back of the book.



Study Guide		Study Guide	
IF YOU ARE NOT SURE WHICH ANSWER IS RIGHT		IF YOU ARE NOT SURE WHICH ANSWER IS RIGHT	
	STUDY UNIT		STUDY UNIT
1.14 Please be quiet. _____	8, 22	Present perfect	
1.15 Tom _____ a shower every morning.	8	3.1 My sister _____ by plane.	16, 22
1.16 What _____ on weekends?	7, 8, 22	3.2 _____ that woman before, but I can't remember where.	16, 22
1.17 Sarah isn't feeling well. _____ a headache.	9, 54	3.3 "How long _____ married?" "Since 2007."	17
1.18 They _____ any children.	9, 54	3.4 "Do you know Lisa?" "Yes, _____ her for a long time."	17
Past		3.5 David has been in Canada _____.	18, 102
2.1 The weather _____ last week.	10	3.6 "When did Tom leave?" "_____."	18
2.2 Why _____ late this morning?	10	3.7 We _____ a vacation last year.	19
2.3 Tony _____ in a bank from 2005 to 2011.	11	3.8 Where _____ on Sunday? I couldn't find you.	19
2.4 Megan _____ to the movies three times last week.	11	Passive	
2.5 _____ TV yesterday.	12, 22	4.1 This house _____ 100 years ago.	20, 22
2.6 "How _____?" "I don't know. I didn't see it."	12	4.2 We _____ to the party last week.	20, 22
2.7 What _____ at 11:30 yesterday?	13	4.3 "Where _____ born?" "In Cairo."	20
2.8 Jack was reading a book when his phone _____.	14	4.4 My car is at the garage. It _____.	21
2.9 I saw Emily and Sam this morning. They _____ at the bus stop.	14	4.5 I don't have my keys. _____ last week.	20
2.10 Dave _____ in a factory. Now he works in a supermarket.	15	Verb forms	
		5.1 It _____, so we didn't need an umbrella.	22
		5.2 Somebody _____ this window.	23

Study Guide (pages 257–269)



Study the left-hand page (information), and then do the exercises on the right-hand page.

[illegible]

Study the left-hand page again if necessary.

## Answer Key to Exercises

UNIT 1		UNIT 3
<b>1.1</b>	9 I'm / I am in bed. or I'm not / I am not in bed.	<b>3.1</b>
2 they're	10 I'm / I am interested in politics. or I'm not / I am not interested in politics.	1 Wake waking
3 it isn't / it's not		2 Wake waking
4 there's		3 He's / He is lying
5 I'm not		5 They're / They are hanging
6 You aren't / you're not		6 She's / She is using
<b>1.2</b>	<b>UNIT 2</b>	<b>3.2</b>
2 I'm / I am	<b>2.1</b>	1 I'm cooking
3 is	2 F 6 E	2 Wake waking
4 she	3 H 7 B	3 Wake waking
5 I'm / I am	4 C 8 I	4 I'm swimming
6 I'm / I am	5 A 9 D	5 Wake waking
<b>1.3</b>	<b>2.2</b>	6 Wake waking

Don't forget the seven *Appendixes* at the back of the book (pages 229–237). These will give you information about active and passive forms, irregular verbs, short forms, spelling, and phrasal verbs.

Appendix 2

List of irregular verbs (see Unit 23)

Infinitive	Simple past	Past participle	Infinitive	Simple past	Past participle
be	was	been	lie	lay	lain
become	became	become	light	lit	lit
begin	began	begun	lose	lost	lost
bid	bade	bidden	make	made	made
blow	blew	blown	may	might	might
break	broke	broken	mean	meant	meant
bring	brought	brought	pay	paid	paid
brush	brushed	brushed	put	put	put
buy	bought	bought	read (over)	read (over)	read (over)
catch	caught	caught	ride	rode	ridden
choose	chose	chosen	ring	rang	rung
come	came	come	run	ran	run
cost	cost	cost	say	said	said
cut	cut	cut	see	saw	seen
do	did	done	sell	sold	sold
draw	drew	drawn	send	sent	sent
drink	drank	drunk	show	showed	shown
drive	drove	driven	show	showed	shown
eat	ate	eaten	shoot	shot	shot
fall	fell	fallen	show	showed	shown
fight	fought	fought	show	showed	shown
find	found	found	sing	sang	sung
fly	flew	flown	sit	sat	sat
forget	forgot	forgotten	sleep	slept	asleep
get	got	gotten	speak	spoke	spoken
give	gave	given	speak	spoke	spoken
go	went	gone	stand	stood	stood
grow	grew	grown	stand	stood	stood
hang	hung	hung	take	took	taken
have	had	had	teach	taught	taught
hear	heard	heard	take	took	taken
hit	hit	hit	tell	told	told
hold	held	held	think	thought	thought
hurt	hurt	hurt	throw	threw	thrown
keep	kept	kept	throw	threw	thrown
know	knew	known	understand	understood	understood
leave	left	left	wake	woke	woken
lend	lent	lent	wake	woke	woken
lose	lost	lost	want	wanted	wanted
lie	lay	lain	was	was	was
lie	lay	lain	were	were	were

\* present tense

Appendix 3

Simple verbs in groups

The simple past and past participles are the same.

eat	→	eat	eat	→	eat
fall	→	fall	fall	→	fall
get	→	get	get	→	get
go	→	go	go	→	go
have	→	have	have	→	have
keep	→	keep	keep	→	keep
live	→	live	live	→	live
sleep	→	sleep	sleep	→	sleep
stand	→	stand	stand	→	stand
stop	→	stop	stop	→	stop
teach	→	teach	teach	→	teach
think	→	think	think	→	think
work	→	work	work	→	work
write	→	write	write	→	write

land	→	land	land	→	land
lay	→	laid	laid	→	laid
pay	→	paid	paid	→	paid
read	→	read	read	→	read
sell	→	sold	sold	→	sold
send	→	sent	sent	→	sent
show	→	showed	showed	→	showed
sing	→	sang	sang	→	sang
sit	→	sat	sat	→	sat
speak	→	spoke	spoke	→	spoke
stand	→	stood	stood	→	stood
stop	→	stopped	stopped	→	stopped
teach	→	taught	taught	→	taught
take	→	took	took	→	took
tell	→	told	told	→	told
think	→	thought	thought	→	thought
throw	→	threw	threw	→	threw
understand	→	understood	understood	→	understood
wake	→	woke	woke	→	woke
want	→	wanted	wanted	→	wanted
was	→	was	was	→	was
were	→	were	were	→	were

\* present tense

The simple past and past participles are different.

break	→	broke	broken
choose	→	chose	chosen
draw	→	drew	drawn
drive	→	drove	driven
eat	→	ate	eaten
fall	→	fell	fallen
fight	→	fought	foughten
get	→	got	gotten
grow	→	grew	grown
have	→	had	had

There is a list of these exercises on page 238.

Additional Exercises

Additional Exercises

### was/were and simple past (I worked / did you work, etc.)

Units 10-12

#### 10 Complete the sentences. Use one word only.

- 1 I got up very early and showed him last night.
- 2 Tom was not late again, so he wasn't early.
- 3 Kate got married when she was 23.
- 4 Lauren's learning to drive. She hasn't driven for five years previously.
- 5 "What's a new job?" "You know, David. I've just finished previously."
- 6 "Where did you buy that book?" "It was a present. Someone gave it to me."
- 7 "Did you have a good time?" "I had but everything was so slow."
- 8 "Did you enjoy the music party?" "Yes, it was great but it wasn't very good."
- 9 "Did Andy come to your party?" "Yes, he did but he didn't come."

#### 11 Look at the questions and Jack's answers. Write sentences about Joe when he was a child.

When you were a child:

Did you talk? Yes, I did.

Did you like school? Yes, I did.

Did you go to school? Yes, I did.

Did you play tennis? Yes, I did.

Did you work hard at school? Yes, I did.

Did you have a lot of friends? Yes, I did.

Did you have a hobby? Yes, I did.

Were you a good child? Yes, I was.

#### 12 Complete the questions.

- 1 Did you have a nice vacation in the United States last year?
- 2 Did you have a nice vacation in the United States last year?
- 3 Did you have a nice vacation in the United States last year?
- 4 Did you have a nice vacation in the United States last year?
- 5 Did you have a nice vacation in the United States last year?
- 6 Did you have a nice vacation in the United States last year?
- 7 Did you have a nice vacation in the United States last year?
- 8 Did you have a nice vacation in the United States last year?
- 9 Did you have a nice vacation in the United States last year?
- 10 Did you have a nice vacation in the United States last year?

#### 13 Put the verbs in the right form (affirmative, negative, or question).

- 1 I was a good girl when I was young. (to enjoy)
- 2 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 3 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 4 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 5 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 6 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 7 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 8 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 9 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)
- 10 Did you enjoy the film? (to find) "No, it didn't interest me." (to hate)

### Simple past (I worked) and past continuous (was working)

Units 11-14

#### 14 Complete the sentences. Use the simple past or past continuous.

- 1 I was working when he called me last night.
- 2 I was working when he called me last night.
- 3 I was working when he called me last night.
- 4 I was working when he called me last night.
- 5 I was working when he called me last night.
- 6 I was working when he called me last night.
- 7 I was working when he called me last night.
- 8 I was working when he called me last night.
- 9 I was working when he called me last night.
- 10 I was working when he called me last night.

## To the Teacher

The most important features of this book are:

- ☐ It is a grammar book. It does not deal with other aspects of the language.
- ☐ It is for beginning to low-intermediate students of English. It does not cover areas of grammar which are not normally taught at beginning and low-intermediate levels.
- ☐ It is a reference book with exercises. It is not a course book and is not organized progressively.
- ☐ It is addressed to learners and intended for self-study.

### Organization of the book

There are 113 units in the book, each one focusing on a particular area of grammar. The material is organized in grammatical categories, such as tenses, questions, and articles. Units are *not* ordered according to difficulty, and should therefore be selected and used in the order appropriate for the learner(s). The book should *not* be worked through from beginning to end. The units are listed in the *Contents*, and there is a comprehensive *Index* at the end of the book.

Each unit has the same format consisting of two facing pages. The grammar point is presented and explained on the left-hand page and the corresponding exercises are on the right. There are seven *Appendixes* (pages 229–237) dealing with active and passive forms, irregular verbs, short forms (contractions), spelling, and phrasal verbs. It might be useful for teachers to draw students' attention to these.

At the back of the book there is a set of *Additional Exercises* (pages 238–256). These exercises provide “mixed” practice bringing together grammar points from a number of different units (especially those concerning verb forms). There are 35 exercises in this section, and there is a full list on page 238.

Also at the back of the book there is a *Study Guide* to help students decide which units to study – see page 257.

Finally, there is an *Answer Key* (pages 270–296) for students to check their answers to all the exercises in the book. An edition without the *Study Guide* and *Answer Key* is available for teachers who would prefer it for their students.

### Level

The book is for beginning learners, i.e., learners with very little English, but not complete beginners. It is intended mainly for beginning students who are beyond the early stages of a beginners' course. It could also be used by low-intermediate learners whose grammar is weaker than other aspects of their English or who have problems with particular areas of basic grammar.

The explanations are addressed to the beginning learner and are therefore as simple and as short as possible. The vocabulary used in the examples and exercises has also been restricted so that the book can be used at this level.

### Using the book

The book can be used by students working alone (see *To the Student*) or as supplementary course material. In either case the book can serve as a beginning grammar book.

When used as course material, the book can be used for immediate consolidation or for later review or remedial work. It might be used by the whole class or by individual students needing extra help and practice.

In some cases it may be desirable to use the left-hand pages (presentation and explanation) in class, but it should be noted that these have been written for individual study and reference. In most cases, it would probably be better for teachers to present the grammar point in their preferred way with the exercises being done for homework. The left-hand page is then available for later reference by the student.

Some teachers may prefer to keep the book for review and remedial work. In this case, individual students or groups of students can be directed to the appropriate units for self-study and practice.