

Essential Grammar in Use

Edición en español

Gramática básica de la lengua inglesa

Cuarta Edición

Raymond Murphy
con Fernando García Clemente



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Raymond Murphy , Fernando Garcia 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*)
- 14 **I was doing** (past continuous)
- 15 **I was doing** (past continuous) y **I did** (past simple)

Present perfect

- 16 **I have done** (present perfect 1)
- 17 **I've just ... I've already ... I haven't ... yet** (present perfect 2)
- 18 **Have you ever ... ?** (present perfect 3)
- 19 **How long have you ... ?** (present perfect 4)
- 20 **for since ago**
- 21 **I have done** (present perfect) y **I did** (past simple)

La voz pasiva

- 22 **is done was done** (*voz pasiva 1*)
- 23 **is being done has been done** (*voz pasiva 2*)

Formas verbales

- 24 **be/have/do** (present y past)
- 25 *Verbos regulares e irregulares*

El futuro

- 26 **What are you doing tomorrow?** (*presente con significado futuro*)
- 27 **I'm going to ...**
- 28 **will/shall 1**
- 29 **will/shall 2**

Verbos modales, imperativo etc.

- 30 **might**
- 31 **can y could**
- 32 **must mustn't don't need to**
- 33 **should**
- 34 **I have to ...**
- 35 **Would you like ... ? I'd like ...**
- 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**
40 **It ...**

Verbos auxiliares

- 41 **I am, I don't** *etc.*
42 **Have you? Are you? Don't you?** *etc.*
43 **too/either so am I / neither do I** *etc.*
44 *Negaciones: isn't, haven't, don't etc.*

La interrogación

- 45 **is it ... ? have you ... ? do they ... ?** *etc. (la interrogación 1)*
46 **Who saw you? Who did you see?** *(la interrogación 2)*
47 **Who is she talking to? What is it like?** *(la interrogación 3)*
48 **What ... ? Which ... ? How ... ?** *(la interrogación 4)*
49 **How long does it take ... ?**
50 **Do you know where ... ? I don't know what ...** *etc.*

El estilo indirecto

- 51 **She said that ... He told me that ...**

-ing y to ...

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

Go, get, do, make y have

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

Pronombres y posesivos

- 60 **I/me he/him they/them** *etc.*
61 **my/his/their** *etc.*
62 **Whose** is this? It's **mine/yours/hers** *etc.*
63 **I/me/my/mine**
64 **myself/yourself/themselves** *etc.*
65 **-'s** (**Kate's** camera / **my brother's** car *etc.*)

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)*

Determinantes y pronombres

- 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**

Adjetivos y adverbios

- 86 **old/nice/interesting etc. (adjetivos)**
- 87 **quickly/badly/suddenly etc. (adverbios)**
- 88 **old/older expensive/more expensive**
- 89 **older than ... more expensive than ...**
- 90 **not as ... as**
- 91 **the oldest the most expensive**
- 92 **enough**
- 93 **too**

Orden de las palabras en la frase

- 94 He **speaks English** very well. (*orden de las palabras en la frase 1*)
- 95 **always/usually/often etc.** (*orden de las palabras en la frase 2*)
- 96 **still yet already**
- 97 **Give me that book! Give it to me!**

Conjunciones y oraciones compuestas

- 98 **and but or so because**
- 99 **When ...**
- 100 **If I had ... If we went ... etc.**
- 101 a person **who ...** a thing **that/which ...** (*oraciones de relativo 1*)
- 102 the people **we met** the hotel **you stayed at** (*oraciones de relativo 2*)

Preposiciones

- 103 **at 8 o'clock on Monday in April**
- 104 **from ... to until since for**
- 105 **before after during while**
- 106 **in at on** (*preposiciones de lugar 1*)
- 107 **in at on** (*preposiciones de lugar 2*)
- 108 **to in at** (*preposiciones de lugar 3*)
- 109 **under, behind, opposite etc.**
- 110 **up, over, through etc.**
- 111 **on at by with about**
- 112 **good at ... , interested in ... etc. of/at/for etc. (preposiciones) + -ing**
- 113 **listen to ... , look at ... etc. (verbo + preposición)**

Verbos con adverbio (phrasal verbs)

- 114 **go in, fall off, run away etc.** (*phrasal verbs 1*)
- 115 **put on your shoes put your shoes on** (*phrasal verbs 2*)

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A los estudiantes (que trabajen sin ayuda de profesor)

Essential Grammar in Use, Cuarta 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 (*Índice 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 16–21.

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

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

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2 am/is/are (interrogación)

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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 ... / 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)

14 I was doing (past continuous) y I did (past simple)

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both 83

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fed up (fed up with ...) 112A

few/a few 85

finish (finish -ing) 53B

for

Guía para el estudio

SI NO SABES CUÁL ES CORRECTA

ESTUDIA UNIDAD

310 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 31

311 This house _____ 100 years ago.
A is built B is building C was built D was built E built 22, 24

312 We _____ 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

313 'Where _____ - built?' 'In Cairo.'
A you are B you were C was you D are you E were you 22

314 My car is at the garage. It _____.
A is being repaired B is repairing C have been repaired D repaired E repairs 23

315 I can't find my keys. I think _____.
A they've been stolen B they are stolen C they've stolen D they're being stolen 23

Formas verbales

316 It _____, so we didn't need an umbrella.
A wasn't rained B wasn't rain C didn't raining D wasn't raining 24

317 Somebody _____ this window.
A has broken B has broken C has break D has break 25

Futuro

318 Andrew _____ tennis tomorrow.
A is playing B play C plays D is play 26

319 Are you going _____ but tonight?
A Are you going B Are you go C Do you go D Go you E Do you going 26

320 'What time is the concert tonight?' 'It _____ at 7.30.'
A is start B is starting C starts D start E starting 26

321 What _____ to the wedding next week?
A are you wearing B are you going to wear C do you wear D you are going to wear 27

322 I think Kelly _____ the exam.
A passes B will pass C will be pass D will passing 28

323 _____ 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

324 _____ you tomorrow, OK? 'OK, bye.'
A I phone B I'm phoning C I'm phoning D I'll phone 29

325 _____ tomorrow, so I can't meet you.
A I work B I'll work C I'm working D I'll working 29

326 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

Verbs modales, imperative etc.

327 _____ to the cinema this evening, but I'm not sure.
A I'll go B I'm going C I may go D I might go 30

328 'Can I sit _____ here?' 'Yes, of course.'
A Can I sit B Do I sit C May I sit D Can I sit 30, 31

329 I'm having a party next week, but Paul and Rachel _____.
A can't come B can't come C can't coming D couldn't come 31

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Guía para el estudio

SI NO SABES CUÁL ES CORRECTA

ESTUDIA UNIDAD

74 Before Maria came to Britain, she _____ understand much English.
A can B can't C not D couldn't E doesn't 31

75 We _____ walk home last night. There were no buses.
A have to B had to C must D must to E must have 32, 34

76 _____ some coffee? I can stay a little longer.
A must B mustn't C must not D don't need E don't need to 32

77 It's a good film. You _____ go and see it.
A should to B ought to C ought D should E need 33

78 What time _____ go to the dentist tomorrow?
A you must B you have to C have you to D do you have to 34

79 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

710 _____ some coffee? 'No, thank you.'
A Are you liking B You like C Would you like D Do you like 35

711 Please, _____ stay here with me.
A don't go B you no go C go not D you don't go 36

712 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

There y it

81 Excuse me, _____ a hotel near here?
A has there B is there C there is D is it 38

82 _____ a lot of accidents on this road. It's very dangerous.
A have B is has C there have D They are E There are 38

83 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

84 _____ three kilometres from our house to the city centre.
A it's B it has C there is D there are 40

85 _____ true that you're going away?
A is there B is it C is D are you 40

Verbs auxiliares

91 I haven't got a cat, but my sister _____.
A have B is has C has D hasn't E has got 41

92 I don't like hot weather, but Sam _____.
A does B doesn't C do D does like E likes 41

93 'Nicola got married last week.' _____ Really?
A is she B Got she C Did she D Has she 42

94 'You haven't met my mother.' _____
A haven't you B have you C did you D you have E you haven't 42

95 Ben doesn't watch TV. He doesn't read newspapers _____.
A too B either C neither D never 43

96 'I'd like to go to Australia.' _____
A So do I B So am I C So would I D Neither do I E So I would 43

97 Sam _____ much at weekends.
A don't B doesn't C don't do D doesn't do 44

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Información

Ejercicios

[illegible]

Ejercicios complementarios

Ejercicios complementarios

Selecciona la opción correcta (En español / choose the correct one / write)

Unidades 4-9

Selecciona la opción correcta (In english / did you provide it?)

Unidades 11-13

1. Complete the texts.

a Please to come to the party. **b** I'm sorry, I can't go. I have to go to work. **c** I'm sorry, I can't go. I have to go to work. **d** I'm sorry, I can't go. I have to go to work.

e I'm sorry, I can't go. I have to go to work. **f** I'm sorry, I can't go. I have to go to work. **g** I'm sorry, I can't go. I have to go to work.

h I'm sorry, I can't go. I have to go to work. **i** I'm sorry, I can't go. I have to go to work. **j** I'm sorry, I can't go. I have to go to work.

k I'm sorry, I can't go. I have to go to work. **l** I'm sorry, I can't go. I have to go to work. **m** I'm sorry, I can't go. I have to go to work.

n I'm sorry, I can't go. I have to go to work. **o** I'm sorry, I can't go. I have to go to work. **p** I'm sorry, I can't go. I have to go to work.

q I'm sorry, I can't go. I have to go to work. **r** I'm sorry, I can't go. I have to go to work. **s** I'm sorry, I can't go. I have to go to work.

t I'm sorry, I can't go. I have to go to work. **u** I'm sorry, I can't go. I have to go to work. **v** I'm sorry, I can't go. I have to go to work.

w I'm sorry, I can't go. I have to go to work. **x** I'm sorry, I can't go. I have to go to work. **y** I'm sorry, I can't go. I have to go to work.

z I'm sorry, I can't go. I have to go to work. **aa** I'm sorry, I can't go. I have to go to work. **ab** I'm sorry, I can't go. I have to go to work.

2. Selecciona las expresiones correctas.

1. ¿Cómo estás? **a** Estoy bien. **b** Estoy mal. **c** Estoy muy bien. **d** Estoy muy mal.
2. ¿Cuándo vas a ir? **a** Voy a ir mañana. **b** Voy a ir hoy. **c** Voy a ir pasado mañana. **d** Voy a ir pasado mañana.
3. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
4. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
5. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
6. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
7. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
8. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
9. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
10. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
11. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
12. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
13. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
14. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.
15. ¿Qué hora es? **a** Es la una. **b** Es la dos. **c** Es la tres. **d** Es la cuatro.

3. Complete the sentences with the words.

1. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
2. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
3. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
4. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
5. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
6. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
7. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
8. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
9. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
10. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
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14. I went to bed late **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.
15. I got up early **a** because I was late. **b** because I was late. **c** because I was late. **d** because I was late.

4. Ordena las preguntas y las respuestas de las fichas donde orden las preguntas.

a What time was it? **b** What time was it? **c** What time was it? **d** What time was it?

e What time was it? **f** What time was it? **g** What time was it? **h** What time was it?

i What time was it? **j** What time was it? **k** What time was it? **l** What time was it?

m What time was it? **n** What time was it? **o** What time was it? **p** What time was it?

q What time was it? **r** What time was it? **s** What time was it? **t** What time was it?

u What time was it? **v** What time was it? **w** What time was it? **x** What time was it?

y What time was it? **z** What time was it? **aa** What time was it? **ab** What time was it?

5. Completa las preguntas.

a What time was it? **b** What time was it? **c** What time was it? **d** What time was it?

e What time was it? **f** What time was it? **g** What time was it? **h** What time was it?

i What time was it? **j** What time was it? **k** What time was it? **l** What time was it?

m What time was it? **n** What time was it? **o** What time was it? **p** What time was it?

q What time was it? **r** What time was it? **s** What time was it? **t** What time was it?

u What time was it? **v** What time was it? **w** What time was it? **x** What time was it?

y What time was it? **z** What time was it? **aa** What time was it? **ab** What time was it?

6. Put the verbs in the forma correcta (Afirmativa, negativa o interrogativa).

1. I was a great teacher. **a** I was a great teacher. **b** I was a great teacher. **c** I was a great teacher.
2. I was a great teacher. **a** I was a great teacher. **b** I was a great teacher. **c** I was a great teacher.
3. I was a great teacher. **a** I was a great teacher. **b** I was a great teacher. **c** I was a great teacher.
4. I was a great teacher. **a** I was a great teacher. **b** I was a great teacher. **c** I was a great teacher.
5. I was a great teacher. **a** I was a great teacher. **b** I was a great teacher. **c** I was a great teacher.
6. I was a great teacher. **a** I was a great teacher

A los profesores

Las características generales más importantes de este libro son:

- ☐ 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 una serie de ejercicios complementarios (páginas 243 – 261). Estos ejercicios proporcionan práctica globalizada al unir puntos gramaticales tratados en diferentes unidades (especialmente los relacionados con formas verbales). Hay 35 ejercicios en esta sección con un índice en la página.

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

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 gramatical del modo que considere oportuno y los estudiantes realicen los ejercicios en casa, con la página izquierda como referencia.

Habrán 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 gramatical que aborda 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.