zany kata adjektif
dele-
ping
dasz
zebra kota nama
kuda belang
zebra crossing kota nama
lintasan pejalan kaki
zero kota nama
(jamak: zeros atau zeroes)
setar
zero-emission kota adjektif
tidak mengeluarkan sebarang gas yang berbahaya
zeta zero-emission car kereta yang tidak mengeluarkan sebarang gas yang berbahaya
zigzag kota nama
gers bingkak bingkak
Zimbabwe kota nama
negara Zimbabwe
Zimmer frame kota nama
rangka Zimmer
peralatan untuk membantu orang tua atau orang sakit berjalan
zinc kota nama
zink
zip kota nama

nujuk juga zip kota nama
zip
Main points - Perkara-perkara utama

Singular nouns are used only in the singular, always with a determiner. Plural nouns are used only in the plural, some with a determiner. Collective nouns can be used with singular or plural verbs.

Kata nama tunggal hanya digunakan dalam bentuk tunggal, selalunya dengan kata penunjuk.
Kata nama jamak hanya digunakan dalam bentuk jamak, sesetengahnya dengan kata penunjuk.
Kata nama kelompok boleh digunakan dengan kata kerja tunggal atau jamak.

Some nouns are used in particular meanings in the singular with a determiner, like count nouns, but are not used in the plural with that meaning. They are often called 'singular nouns'. Some of these nouns are normally used with 'the' because they refer to things that are unique.

air country countryside dark daytime end future ground
moon past sea seaside sky sun wind world

The sun was shining.
I am scared of the dark.
Other singular nouns are normally used with 'a' because they refer to things that we usually talk about one at a time.

bath chance drink fight go jog move rest
ride run shower smoke snooze start walk wash

I went upstairs and had a wash.
Why don't we go outside for a smoke?

Some nouns are used in particular meanings in the plural with or without determiners, like count nouns, but are not used in the singular with that meaning.

They are often called 'plural nouns'.
His clothes looked terribly dirty.
Troops are being sent in today.
Some of these nouns are always used with determiners.

activities authorities feelings likes sights travels
I went to the pictures with Tina.
You hurt his feelings.
Some are usually used without determiners.

airs expenses goods refreshments riches

Refreshments are available inside.
They have agreed to pay for travel and expenses.

WARNING: 'Police' is a plural noun, but does not end in '-s'.
The police were informed immediately.
Singular and plural ~ Tunggal dan jamak

A small group of plural nouns refer to single items that have two linked parts. They refer to tools that people use or things that people wear:

- binoculars - pincers
- glasses - pliers
- scales - scissors
- shears - tweezers
- trousers - jeans
- knickers - pants
- pyjamas - shorts
- lights

She was wearing brown trousers.
These scissors are sharp.
You can use a pair of to make it clear you are talking about one item, or a number with 'pairs of' when you are talking about several items.
I was sent out to buy a pair of scissors.
Liza had given me three pairs of jeans.

Note that you also use 'a pair of' with words such as 'gloves', 'shoes', and 'socks' that you often talk about in twos.

With some nouns that refer to a group of people or things, the same form can be used with singular or plural verbs, because you can think of the group as a unit or as individuals. Similarly, you can use singular or plural pronouns to refer back to them. These nouns are often called 'collective nouns':

- army
- family
- flock
- navy
- audience
- committee
- company
- crew
- data
- enemy
- government
- group
- herd
- media
- staff
- team
- public
- staff

Our little group is complete again.
The largest group are the boys.
Our family isn't poor any more.
My family are perfectly normal.
The names of many organizations and sports teams are also collective nouns, but are normally used with plural verbs in spoken English.
The BBC is showing the programme on Saturday.
The BBC are planning to use the new satellite.
Liverpool is leading 1-0.
Liverpool are attacking again.

Determiners ~ Kata penunjuk

Main points ~ Perkara-perkara utama

Determiners are used at the beginning of noun groups. You use specific determiners when people know exactly which things or people you are talking about. You use general determiners to talk about people or things without saying exactly who or what they are.


1 When you use a determiner, you put it at the beginning of a noun group, in front of numbers or adjectives. The definite article 'the' is the commonest determiner.
   I met the two Swedish girls in London.
   Our main bedroom is through there.
   Have you got another red card?
   Several young boys were waiting.

2 When the people or things that you are talking about have already been mentioned, or the people you are talking to know exactly which ones you mean, you use a specific determiner.
   The man began to run towards the boy.
   Young people don't like these operas.
   Her face was very red.
   I called for a waiter; ... the waiter with a moustache came.

The specific determiners are:

the definite article: the
the demonstratives: this that these those
the possessives: my your his her its our their

Note that 'your' is used both for the singular and plural possessive.

3 When you are mentioning people or things for the first time, or talking about them generally without saying exactly which ones you mean, you use a general determiner.
   There was a man in the lift.
   We went to an art exhibition.
   You can stop at any time you like.
   There were several reasons for this.
Determiners ~ *Kata penunjuk*

The general determiners are:
- a
- all
- an
- another
- any
- both
- each

- either
- enough
- every
- few
- fewer
- less
- little

- many
- more
- most
- much

- several
- some

Each general determiner is used with particular types of noun, such as:

- **singular count nouns**
  - I got a postcard from Susan.
  - *Any big tin container will do.*

- **plural count nouns**
  - He opened another shop.

- **uncount nouns**
  - There were few doctors available.
  - *Several projects were postponed."

- Some are:
  - *There was little applause.*
  - *We need more information.*
  - *He did not speak much English.*

**WARNING:** The following general determiners can never be used with uncount nouns.

- a
- an
- another
- each
- every
- few
- many
- neither
- some

Most of the determiners are also pronouns, except 'the', 'a', 'an', 'every', 'no' and the possessives.

- *I saw several in the woods last night.*
- *Have you got any that I could borrow?"
- *There is enough for all of us.*

You use 'one' as a pronoun instead of 'a' or 'an', 'none' instead of 'no', and 'each' instead of 'every'.

- *Have you got one?"
- *Each has a separate box and number.*

There are none left.

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Position of adjectives ~ *Kedudukan kata adjektif*

**Main points ~ Perkara-perkara utama**

There are two main positions for adjectives; in front of a noun, or as the complement of a link verb.

Most adjectives can be used in either of these positions, but some adjectives can only be used in one.

Terdapat dua kedudukan utama untuk kata adjektif; di hadapan kata nama, atau sebagai pelengkap kepada kata kerja penghubung.

Kebanyakan kata adjektif boleh digunakan pada mana-mana kedudukan yang dinyatakan di atas, tetapi sebaiknya hanya boleh digunakan pada satu kedudukan sahaja.

1. Most adjectives can be used in a noun group, after determiners and numbers if there are any, in front of the noun.
   - He had a beautiful smile.
   - There was no clear evidence.
   - She bought a loaf of white bread.

2. Most adjectives can also be used after a link verb such as 'be', 'become', or 'feel'.
   - I'm cold.
   - I felt angry.

3. Some adjectives are normally used only after a link verb.
   - afraid, alive, alone, asleep, aware, content, due, glad, ill, ready, sorry, sure, unable, well

   For example, you can say 'She was glad', but you do not talk about 'a glad woman'.
   - I wanted to be alone.
   - He didn't know whether to feel glad or sorry.
   - I'm not quite sure.

4. Some adjectives are normally used only in front of a noun.
   - eastern, northern, southern, western, atomic, maximum, neighbouring, occasional, outdoor

   For example, you can say 'an atomic bomb', but not 'The bomb was atomic'.
   - He sent countless letters to the newspapers.
   - This book includes a good introductory chapter on forests.

5. When you use an adjective to emphasize a strong feeling or opinion, it always comes in front of a noun.
   - absolute, complete, entire, perfect, positive, pure, real, total, true.
Position of adjectives ~ Kedudukan kata adjektif

Some of it was absolute rubbish.
He made me feel like a complete idiot.

Some adjectives that describe size or age can come after a noun group consisting of a number or determiner and a noun that indicates the unit of measurement.

deep high long old tall thick wide

The water was several metres deep.
The baby is nine months old.

Note that you do not say ‘two pounds heavy’, you say ‘two pounds in weight’.

A few adjectives have a different meaning depending on whether they come in front of or after a noun.

corned involved present proper responsible

For example, ‘the concerned mother’ means a mother who is worried, but ‘the mother concerned’ means the mother who has been mentioned.
'It's one of those incredibly involved stories.
The people involved are all doctors.
Her parents were trying to act in a responsible manner.
We do not know the person responsible for his death.

You can use adjectives to describe various qualities of people or things, for example, their size, shape, or the country they come from. Descriptive adjectives belong to six main types, but you are unlikely ever to use all six types in the same noun group. If you did you would normally put them in the following order.

size age shape colour nationality material

This means that if you want to use an ‘age’ adjective and a ‘nationality’ adjective, you put the ‘age’ adjective first.

We met some young Chinese girls.

Similarly a ‘shape’ adjective normally comes before a ‘colour’ adjective.

He had round black eyes.

Other combinations of adjectives follow the same order. Note that ‘material’ means any substance, not only cloth.

There was a large round wooden table in the room.

Comparison ~ Perbandingan

Main points ~ Perkara-perkara utama

You add ‘-er’ for the comparative and ‘-est’ for the superlative of one-syllable adjectives and adverbs.

You use ‘-er’ and ‘-est’ with some two-syllable adjectives.

You use ‘more’ for the comparative and ‘most’ for the superlative of most two-syllable adjectives, all longer adjectives, and adverbs ending in ‘-y’.

Some common adjectives and adverbs have irregular forms.

‘-er’ digunakan untuk membuat perbandingan dan ‘-est’ digunakan sebagai superlative bagi kata adjektif yang mempunyai satu suku kata dan kata adverba.

‘-er’ dan ‘-est’ digunakan untuk sesetengah kata adjektif dua suku kata.

‘More’ digunakan untuk membuat perbandingan dan ‘most’ digunakan sebagai superlative bagi kebanyakan kata adjektif dua suku kata, kata-kata adjektif yang lebih panjang dan kata adverba yang berakhir dengan ‘-y’.

Sesetengah kata adjektif dan kata adverba biasa mempunyai bentuk tak sekata.

You add ‘-er’ for the comparative form and ‘-est’ for the superlative form of one-syllable adjectives and adverbs. If they end in ‘-e’, you add ‘-r’ and ‘-st’.

cheap * cheaper * cheapest
safe * safer * safest
close quick fast large light nice
poor rough small weak wide young

They worked harder.
I’ve found a nicer hotel.

If they end in a single vowel and consonant (except ‘-w’), double the consonant.

big * bigger * biggest
fat hot sad thin wet

The day grew hotter.
Henry was the biggest of them.

With two-syllable adjectives and adverbs ending in a consonant and ‘-y’, you change the ‘-y’ to ‘-i’ and add ‘-er’ and ‘-est’.

happy * happier * happiest
angry busy dirty easy friendly
funny heavy lucky silly tiny

It couldn’t be easier.
That is the funniest bit of the film.
Comparison ~ Perbandingan

You use 'more' for the comparative and 'most' for the superlative of most two-syllable adjectives, all longer adjectives, and adverbs ending in '-ly'.

careful:
more careful:
most careful:

beautiful:
more beautiful:
most beautiful:

seriously:
more seriously:
most seriously:

Be more careful next time.
They are the most beautiful gardens in the world.
It affected Clive most seriously.
Note that for 'early' as an adjective or adverb, you use 'earlier' and 'earliest', not 'more' and 'most'.

With some common two-syllable adjectives and adverbs you can either add '-er' and '-est', or use 'more' and 'most'.

common

cruel

gentle

discernible

handsome

likely

narrow

pleasant

polite

simple

stupid

Note that 'clever' and 'quiet' only add '-er' and '-est'.

It was quieter outside.
He was the cleverest man I ever knew.

You normally use 'the' with superlative adjectives in front of a noun, but you can omit 'the' after a link verb.

It was the happiest day of my life.
I was happiest when I was on my own.

WARNING: When 'most' is used without 'the' in front of adjectives and adverbs, it often means almost the same as 'very'.

This book was most interesting.
I object most strongly.

You usually put comparative and superlative adjectives in front of other adjectives.

Some of the better English actors have gone to live in Hollywood.
These are the highest monthly figures on record.

A few common adjectives and adverbs have irregular comparative and superlative forms.

good/well

better

best

badly

worse

worst

tar

farther/further

tarthest/furthest

old

older/elder

oldest/elderest

She would ask him when she knew him better.
She sat near the furthest window.
Note that you use 'elder' or 'eldest' to say which brother, sister, or child in a family you mean.

Our eldest daughter couldn't come.

Possession ~ Pemilikan

Main points ~ Perkara-perkara utama

Possessives and possessive pronouns are used to say that one person or thing belongs to another or is connected with another.

You use apostrophe s (') to say who something belongs to.
You use phrases with 'of' to say that one person or thing belongs to another or is connected with another.

Kata milik dan kata ganti nama milik digunakan untuk menyatakan bahwa satu orang atau benda merupakan milik orang atau benda yang lain atau mempunyai kaitan dengannya.

Tanda (') digunakan untuk menyatakan pemilikan sesuatu benda.
Prasa digunakan bersama 'of' untuk menyatakan bahawa satu orang atau benda merupakan milik orang atau benda yang lain atau mempunyai kaitan dengannya.

You use possessives to say that a person or thing belongs to another person or thing or is connected with them. The possessives are sometimes called 'possessive adjectives'.

my your his her his her its our their

Note that 'your' is both singular and plural.
I'd been waiting a long time to park my car.
They took off their shoes.

WARNING: The possessive 'its' is not spelled with an apostrophe. The form 'it's' with an apostrophe is the short form for 'it is' or 'it has'.

You put numbers and adjectives after the possessive and in front of the noun.

Their two small children were playing outside.
She got a bicycle on her sixth birthday.

You use a possessive pronoun when you want to refer to a person or thing and to say who that person or thing belongs to or is connected with. The possessive pronouns are:

mine yours his hers ours theirs

Note that 'yours' is both singular and plural.

Is that coffee yours or mine?

It was his fault, not theirs.

WARNING: There is no possessive pronoun 'its'.

You can also say who or what something belongs to or is connected with by using a noun with apostrophe s ('). For example, if John owns a motorbike, you can refer to it as 'John's motorbike'.
Possession ~ Pemilikan

Sylvia put her hand on John's arm.
I like the car's design.
You add apostrophe s (') to singular nouns and irregular plural nouns, usually referring to people rather than things.
I wore a pair of my sister's boots.
Children's birthday parties can be boring.
With plural nouns ending in 's' you only add the apostrophe (').
It is not his parent's problem.
You add apostrophe s (') to people's names, even when they end in 's'.
Could you give me Charles's address?
Note that when you use two or more names linked by 'and', you put the apostrophe s ('s) after the last name.
They have bought Sue and Tim's car.

When you want to refer to someone's home, or to some common shops and places of work, you can use apostrophe s (') after a name or noun on its own.
He's round at David's.
He bought it at the chemist's.
She must go to the doctor's.

You can also use apostrophe s (') with some expressions of time to identify something, or to say how much time is involved.
Did you see the cartoon in yesterday's newspaper?
They have four weeks' holiday per year.

You can use a prepositional phrase beginning with 'of' to say that one person or thing belongs to or is connected with another.
She is the mother of the boy who lives next door.
Ellen aimlessly turned the pages of her magazine.
After 'of' you can use a possessive pronoun, or a noun or name with apostrophe s (').
He was an old friend of mine.
That word was a favourite of your father's.
She's a friend of Stephen's.

You can add 'own' after a possessive, or a noun or name with apostrophe s ('), for emphasis.
My own view is that there are no serious problems.
The professor's own answer may be unacceptable.

Personal pronouns ~ Kata ganti nama diri

Main points ~ Perkara-perkara utama
You use personal pronouns to refer back to something or someone that has already been mentioned.
You also use personal pronouns to refer to people and things directly.
There are two sets of personal pronouns: subject pronouns and object pronouns.
You can use 'you' and 'they' to refer to people in general.
Kata ganti nama diri digunakan untuk merujuk semula kepada sesuatu atau sesoarang yang telah disebut sebelum ini.
Kata ganti nama diri juga digunakan untuk merujuk kepada orang dan berda secara langsung.
Terdapat dua set kata ganti nama diri: kata ganti nama diri subjek dan kata ganti nama diri objek.
'You' dan 'they' digunakan untuk merujuk kepada orang secara umum.

When something or someone has already been mentioned, you refer to them again by using a pronoun.
John took the book and opened it.
He rang Mary and invited her to dinner.
'Have you been to London? ' - 'Yes, it was very crowded.'
My father is fat - he weighs over fifteen stone.
In English, 'he' and 'she' normally refer to people, occasionally to animals, but very rarely to things.

You use a pronoun to refer directly to people or things that are present or are involved in the situation you are in.
Where shall we meet, Sally?
I do the washing; he does the cooking; we share the washing-up.
Send us a card so we'll know where you are.

There are two sets of personal pronouns, subject pronouns and object pronouns. You use subject pronouns as the subject of a verb.
I you he she it we they

Note that 'you' is used for the singular and plural form.
We are going there later.
I don't know what to do.

You use object pronouns as the direct or indirect object of a verb.
me you him her it us them
Personal pronouns ~ Kata ganti nama diri

Note that ‘you’ is used for the singular and plural form.
The nurse washed me with cold water.
The ball hit her in the face.
John showed him the book.
Can you give me some more cake?

Note that, in modern English, you use object pronouns rather than subject pronouns after the verb ‘be’.
‘Who is it?’ - ‘It’s me.’
There was only John, Baz, and me in the room.
You also use object pronouns as the object of a preposition.
We were all sitting in a cafe with him.
Did you give it to them?

3 You can use ‘you’ and ‘they’ to talk about people in general.
You have to drive on the other side of the road on the continent.
They say she’s very clever.

4 You can use ‘it’ as an impersonal subject in general statements which refer to the time, the date, or the weather.
‘What time is it?’ ‘It’s half past three.’
It is January 19th.
It is rainy and cold.
You can also use ‘it’ as the subject or object in general statements about a situation.
It is too far to walk.
I like it here. Can we stay a bit longer?

7 A singular pronoun usually refers back to a singular noun group, and a plural pronoun to a plural noun group. However, you can use plural pronouns to refer back to:
- indefinite pronouns, even though they are always followed by a singular verb
  If anybody comes, tell them I’m not in.
- collective nouns, even when you have used a singular verb
  His family was waiting in the next room, but they had not yet been informed.

Demonstrative pronouns ~ Kata ganti nama tunjuk

Main points ~ Perkara-perkara utama

You use the demonstrative pronouns ‘this’, ‘that’, ‘these’, and ‘those’ when you are pointing to physical objects or identifying people.
You use ‘one’ or ‘ones’ instead of a noun that has been mentioned or is known.

Kata ganti nama tunjuk ‘this’, ‘that’, ‘these’ dan ‘those’ digunakan apabila anda menunjuk ke arah objek fizikal atau mengenal pasti orang.
‘One’ atau ‘ones’ digunakan sebagai ganti kata nama yang telah disebut sebelum ini atau yang telah diketahui.

1 You use the demonstrative pronouns ‘this’, ‘that’, ‘these’, and ‘those’ when you are pointing to physical objects. ‘This’ and ‘these’ refer to things near you, ‘that’ and ‘those’ refer to things farther away.
This is a list of rules.
I brought you these. Adam held out a bag of grapes.
That looks interesting.
Those are mine.
You can also use ‘this’, ‘that’, ‘these’, and ‘those’ as determiners in front of nouns.
The book was a present from my mother.
When did you buy that hat?

2 You use ‘this’, ‘that’, ‘these’, and ‘those’ when you are identifying or introducing people, or asking who they are.
Who’s this?
These are my children, Susan and Paul.
Was that Patrick on the phone?

3 You use ‘this’, ‘that’, ‘these’, and ‘those’ to refer back to things that have already been mentioned.
That was an interesting word you used just now.
More money is being pumped into the education system, and we assume this will continue.
‘Let’s go to the cinema.’ ‘That’s a good idea.’
These are not easy questions to answer.
You also use ‘this’ and ‘these’ to refer forward to things you are going to mention.
This is what I want to say; it wasn’t my idea.
These are the topics we will be looking at next week; how the accident happened, whether it could have been avoided, and who was to blame.
This is the important point; you must never see her again.
Demonstrative pronouns ~ Kata ganti nama tunjuk

You use 'one' or 'ones' instead of a noun that has already been mentioned or is known in the situation, usually when you are adding information or contrasting two things of the same kind.

My car is the blue one.
Don't you have one with buttons instead of a zip?
Are the new curtains longer than the old ones?
You can use 'which one' or 'which ones' in questions.
Which one do you prefer?
Which ones were damaged?
You can say 'this one,' 'that one,' 'these ones,' and 'those ones'.
I like this one better.
We'll have those ones, thank you.
You can use 'each one' or 'one each', but note that there is a difference in meaning. In the following examples, 'each one' means 'each brother' but 'one each' means 'one for each child'.
I've got three brothers and each one lives in a different country.
I bought the children one each.

In formal English, people sometimes use 'one' to refer to people in general.
One has to think of the practical side of things.
One never knows what to say in such situations.

Indefinite pronouns ~ Kata ganti nama tak tentu

Main points ~ Perkara-perkara utama

Indefinite pronouns refer to people or things without saying exactly who or what they are.
When an indefinite pronoun is the subject, it always takes a singular verb.
You often use a plural pronoun to refer back to an indefinite pronoun.

Kata ganti nama tak tentu merujuk kepada orang atau benda tanpa menyatakan dengan tepat orang atau benda itu.
Apabila kata ganti nama tak tentu merupakan subjek, kata kerja tunggal selalu digunakan bersamanya.
Kata ganti nama jarak sering digunakan untuk merujuk semula kepada kata ganti nama tak tentu.

1. The indefinite pronouns are:
   anybody    everybody    nobody    somebody
   anyone     everyone     no one    someone
   anything   everything   nothing   something

   Note that 'no one' is written as two words, or sometimes with a hyphen; 'no-one'.

2. You use indefinite pronouns when you want to refer to people or things without saying exactly who or what they are. The pronouns ending in -body and -one refer to people, and those ending in -thing refer to things.
   I was there for over an hour before anybody came.
   It had to be someone with a car.
   Jane said something for a moment.

3. When an indefinite pronoun is the subject, it always takes a singular verb, even when it refers to more than one person or thing.
   Everyone knows that.
   Everything was fine.
   Is anybody there?

   When you refer back to indefinite pronouns, you use plural pronouns or possessives, and a plural verb.
   Ask anyone. They'll tell you.
   Has everyone eaten as much as they want?
   You can't tell somebody why they've failed.

   WARNING: Some speakers prefer to use singular pronouns. They prefer to say 'You can't tell somebody why he or she has failed.'
Indefinite pronouns ~ Kata ganti nama tak tentu

1. You can add apostrophe s ('s) to indefinite pronouns that refer to people.
   * She was given a room in someone's studio.
   * That was nobody's business but mine.

   **WARNING:** You do not usually add apostrophe s ('s) to indefinite pronouns that refer to things. You do not say 'something's value', you say 'the value of something'.

2. You use indefinite pronouns beginning with 'some-':
   - in affirmative clauses
     * Somebody shouted.
     * I want to introduce you to someone.
   - in questions expecting the answer 'yes'
     * Would you like something to drink?
     * Can you get someone to do it?

3. You use indefinite pronouns beginning with 'any-':
   - as the subject or object in statements
     * Anyone knows that you need a licence.
     * You still haven't told me anything.
   - in both affirmative and negative questions
     * Does anybody agree with me?
     * Won't anyone help me?

4. If you use an indefinite pronoun beginning with 'no-', you must not use another negative word in the same clause. You do not say 'There wasn't nothing'.
   * There was nothing you could do.
   * Nobody left, nobody went away.

5. You use the indefinite adverbs 'anywhere', 'everywhere', 'nowhere', and 'somewhere' to talk about places in a general way. 'Nowhere' makes a clause negative.
   * I thought I'd seen you somewhere.
   * No-one can find Howard or Barbara anywhere.
   * There was nowhere to hide.

6. You can use 'else' after indefinite pronouns and adverbs to refer to people, things, or places other than those that have been mentioned.
   * Everyone else is downstairs.
   * I don't like it here. Let's go somewhere else.

Adverbials ~ Adverbial

Main points ~ Perkara-perkara utama
Adverbials are usually adverbs, adverb phrases, or prepositional phrases. Adverbials of manner, place, and time are used to say how, where, or when something happens. Adverbials usually come after the verb, or after the object if there is one. The usual order of adverbials is manner, then place, then time.

Adverbial biasanya lafal kata adverb, frasa adverb atau frasa sendi.
Adverbial kelakuan, tempat dan masa digunakan untuk menyatakan bagaimana, di mana atau bila sesuatu berlaku.
Adverbial biasanya hadir selepas kata kerja atau selepas objek, jika ada.
Susunan biasa adverbial lafal kelakuan, diikuti oleh tempat dan seterusnya masa.

1. An adverbial is often one word, an adverb.
   * Sit there quietly, and listen to this music.
   However, an adverbial can also be a group of words:
   * an adverb phrase
     * He did not play well enough to win.
   * a prepositional phrase
     * The children were playing in the park.
   * a noun group, usually a time expression
     * Come and see me next week.

2. You use an adverbial of manner to describe the way in which something happens or is done.
   * They looked anxiously at each other.
   * She listened with great patience as he told his story.
   You use an adverbial of place to say where something happens.
   * A plane flew overhead.
   * No birds or animals came near the body.
   You use an adverbial of time to say when something happens.
   * She will be here soon.
   * He was born on 3 April 1925.

3. You normally put adverbials of manner, place, and time after the main verb.
   * She sang beautifully.
   * The book was lying on the table.
   * The car broke down yesterday.
   If the verb has an object, you put the adverbial after the object.
   * I did learn to play a few tunes very badly.
   * Thomas made his decision immediately.
   * He took the glasses to the kitchen.
Adverbial ~ Adverbial

If you are using more than one of these adverbs in a clause, the usual order is manner, then place, then time.
They were sitting quite happily in the car. (manner, place)
She spoke very well at the village hall last night. (manner, place, time)

You usually put adverbials of frequency, probability, and duration in front of the main verb.
She occasionally comes to my house.
You have very probably heard the news by now.
They had already given me the money.
A few adverbs of degree also usually come in front of the main verb.
She really enjoyed the party.

When you want to focus on an adverbial, you can do this by putting it in a different place in the clause:
- you can put an adverbial at the beginning of a clause, usually for emphasis
  Slowly, he opened his eyes.
  In September I travelled to California.
  Next to the coffee machine stood a pile of cups.
Note that after adverbials of place, as in the last example, the verb can come in front of the subject.
- you can sometimes put adverbs and adverb phrases in front of the main verb for emphasis, but not prepositional phrases or noun groups
  He deliberately chose it because it was cheap.
  I very much wanted to go with them.
- you can change the order of adverbials of manner, place, and time when you want to change the emphasis.
  They were sitting in the car quite happily. (place, manner)
  At the meeting last night, she spoke very well. (place, time, manner)

Auxiliary verbs ~ Kata kerja bantu

Main points ~ Perkara-perkara utama

The auxiliary verbs 'be', 'have', and 'do' are used in forming tenses, negatives, and questions.
The auxiliary 'be' is used in forming the continuous tenses and the passive.
The auxiliary 'have' is used in forming the perfect tenses.
The auxiliary 'do' is used in making negative and question forms from sentences that have a verb in a simple tense.

Kata kerja bantu 'be', 'have' dan 'do' digunakan untuk membentuk kata, negatif dan soalan.
Kata kerja bantu 'be' digunakan untuk membentuk kata berlanjutan dan pasif.
Kata kerja bantu 'have' digunakan untuk membentuk kata sempurna.
Kata kerja bantu 'do' digunakan untuk menghasilkan negatif dan soalan dari pada ayat yang mempunyai kata kerja dalam kata ringkas.

1. The auxiliary verbs are 'be', 'have', and 'do'. They are used with a main verb to form tenses, negatives, and questions.
   - He is planning to get married soon.
   - I haven't seen Peter since last night.
   - Which doctor do you want to see?

2. 'Be' as an auxiliary is used:
   - with the '-ing' form of the main verb to form continuous tenses
     - He is living in Germany.
   - with the past participle of the main verb to form the passive
     - These cars are made in Japan.
     - The walls of her flat were covered with posters.

3. You use 'have' as an auxiliary with the past participle to form the perfect tenses.
   - I have changed my mind.
   - I wish you had met Guy.
   - The present perfect continuous, the past perfect continuous, and the perfect tenses in the passive, are formed using both 'have' and 'be'.
     - He has been working very hard recently.
     - She did not know how long she had been lying there.
     - The guest-room window has been mended.
     - They had been taught by a young teacher.
Auxiliary verbs ~ Kata kerja bantu

4  `Be' and `have' are also used as auxiliaries in negative sentences and questions in continuous and perfect tenses, and in the passive.
   He isn't going.
   Hasn't she seen it yet?
   Was it written in English?
You use `do' as an auxiliary to make negative and question forms from sentences that have a verb in the present simple or past simple.
   He doesn't think he can come to the party.
   Do you like her new haircut?
   She didn't buy the house.
   Didn't he get the job?
Note that you can use `do' as a main verb with the auxiliary `do'.
   He didn't do his homework.
   Do they do the work themselves?
You can also use the auxiliary `do' with `have' as a main verb.
   He doesn't have any money.
   Does anyone have a question?
You only use `do' in affirmative sentences for emphasis or contrast.
   I do feel sorry for Roger.
2  WARNING: You never use the auxiliary `do' with `be' except in the imperative.
   Don't be stupid!
   Do be a good boy and sit still.

5  Some grammars include modals among the auxiliary verbs. When there is a modal in the verb group, it is always the first word in the verb group, and comes before the auxiliaries `be' and `have'.
   She might be going to Switzerland for Christmas.
   I would have liked to have seen her.
Note that you never use the auxiliary `do' with a modal.

Modal verbs ~ Kata kerja modal

Main points ~ Perkara-perkara utama

The modal verbs are: `can', `could', `may', `might', `must', `ought', `shall', `should', `will' and `would'.

Modals are always the first word in a verb group.
All modals except for `ought' are followed by the base form of a verb.
`Ought' is followed by a `to'-infinitive.

Modals have only one form.

Kata kerja modal ialah: `can', `could', `may', `might', `must', `ought', `shall', `should', `will' dan `would'.
Kata kerja modal selainnya ialah perkataan pertama dalam kelompok kata kerja.
Semua kata kerja modal kecuali `ought' diikuti oleh bentuk kata kerja dasar.
`Ought' diikuti oleh infinitif `to'.
Kata kerja modal hanya wujud dalam satu bentuk.

1  Modals are always the first word in a verb group. All modals except for `ought' are followed by the base form of a verb.
   I must leave fairly soon.
   I think it will look rather nice.
   Things might have been so different.
   People may be watching.

2  `Ought' is always followed by a `to'-infinitive.
   She ought to go straight back to England.
   Sam ought to have realized how dangerous it was.
   You ought to be doing this.

3  Modals have only one form. There is no `-s' form for the third person singular of the present tense, and there are no `-ing' or `-ed' forms.
   There's nothing I can do about it.
   I'm sure he can do it.

4  Modals do not normally indicate the time when something happens. There are, however, a few exceptions.
   `Shall' and `will' often indicate a future event or situation.
   I shall do what you suggested.
   He will not return for many hours.
   `Could' is used as the past form of `can' to express ability. `Would' is used as the past form of `will' to express the future.
   When I was young, I could run for miles.
   He remembered that he would see his mother the next day.
Modal verbs ~ *Kata kerja modal*

5 In spoken English and informal written English, 'shall' and 'will' are shortened to 'll', and 'would' to 'd', and added to a pronoun.

I'll see you tomorrow.
I hope you'll agree.
Posy said she'll love to stay.
'Shall', 'will', and 'would' are never shortened if they come at the end of a sentence.
Paul said he would come, and I hope he will.
In spoken English, you can also add 'll' and 'd' to nouns.
My car'll be outside.
The headmaster'd be furious.

**WARNING:** Remember that 'd' is also the short form of the auxiliary 'had'.
I'd heard it many times.

Reflexive verbs ~ *Kata kerja refleksif*

**Main points ~ Perkara-perkara utama**

Transitive verbs are used with a reflexive pronoun to indicate that the object is the same as the subject, for example: 'I hurt myself'.
Some verbs which do not normally have a person as the object can have reflexive pronouns as the object.

*Kata kerja transitif* digunakan dengan kata ganti nama refleksif untuk menunjukkan bahawa objek adalah sama dengan subjek, contohnya: 'I hurt myself'.
Sesetengah kata kerja yang biasanya tidak mempunyai orang sebagai objek boleh mempunyai kata ganti nama refleksif sebagai objek.

1 You use a reflexive pronoun after a transitive verb to indicate that the object is the same as the subject.
   He blamed himself for his friend's death.
   I taught myself French.

2 In theory, most transitive verbs can be used with a reflexive pronoun. However, you often use reflexive pronouns with the following verbs.

<table>
<thead>
<tr>
<th>amuse</th>
<th>blame</th>
<th>cut</th>
<th>dry</th>
<th>help</th>
<th>hurt</th>
<th>introduce</th>
</tr>
</thead>
<tbody>
<tr>
<td>kill</td>
<td>prepare</td>
<td>repeat</td>
<td>restrict</td>
<td>satisfy</td>
<td>teach</td>
<td></td>
</tr>
</tbody>
</table>

Sam amused himself by throwing branches into the fire.
'Can I borrow a pencil?' - 'Yes, help yourself.'
Prepare yourself for a shock.
He introduced himself to me.

3 Verbs like 'dress', 'shave', and 'wash', which describe actions that people do to themselves, do not usually take reflexive pronouns in English, although they do in some other languages. With these verbs, reflexive pronouns are only used for emphasis.
I usually shave before breakfast.
He prefers to shave himself, even with that broken arm.
She washed very quickly and rushed downstairs.
Children were encouraged to wash themselves.

4 'Behave' does not normally take an object at all, but can take a reflexive pronoun as object.
If they don't behave, send them to bed.
He is old enough to behave himself.
**Reflexive verbs ~ Kata kerja refleksif**

Some verbs do not normally have a person as object, because they describe actions that you do not do to other people. However, these verbs can have reflexive pronouns as object, because you can do these actions to yourself.

apply  compose  distance  enjoy  express  strain

I really enjoyed the party.
Just go out there and enjoy yourself.
She expressed surprise at the news.
Professor Dale expressed himself very forcibly.

When 'busy' and 'content' are used as verbs, they always take a reflexive pronoun as their direct object. They are therefore true 'reflexive verbs'.
He had busied himself in the laboratory.
I had to content myself with watching the little moving lights.

---

**The passive voice ~ Ragam pasif**

**Main points ~ Perkara-perkara utama**
You use the passive voice to focus on the person or thing affected by an action. You form the passive by using a form of 'be' and a past participle. Only verbs that have an object can have a passive form. With verbs that can have two objects, either object can be the subject of the passive.

Ragam pasif digunakan untuk memberikan tumpuan kepada orang atau benda yang dipengaruhi oleh sesuatu tindakan.
Pasif dibentuk dengan menggunakan bentuk 'be' dan kata lepas partisipe. Hanya kata kerja yang mempunyai objek boleh mempunyai bentuk pasif. Untuk kata kerja yang boleh mempunyai dua objek, salah satu objek boleh menjadi subjek pasif.

When you want to talk about the person or thing that performs an action, you use the active voice.
Mr Smith locks the gate at 6 o'clock every night.
The storm destroyed dozens of trees.
When you want to focus on the person or thing that is affected by an action, rather than the person or thing that performs the action, you use the passive voice.
The gate is locked at 6 o'clock every night.
Dozens of trees were destroyed.

The passive is formed with a form of the auxiliary 'be', followed by the past participle of a main verb.
Two new stores were opened this year.
The room had been cleaned.
Continuous passive tenses are formed with a form of the auxiliary 'be' followed by 'being' and the past participle of a main verb.
Jobs are still being lost.
It was being done without his knowledge.

After modals you use the base form 'be' followed by the past participle of a main verb.
**What can be done?**
We won't be beaten.
When you are talking about the past, you use a modal with 'have been' followed by the past participle of a main verb.
He may have been given the car.
He couldn't have been told by Jimmy.
You form passive infinitives by using ‘to be’ or ‘to have been’ followed by the past participle of a main verb.

He wanted to be forgiven.
The car was reported to have been stolen.

In informal English, ‘get’ is sometimes used instead of ‘be’ to form the passive.

Our car gets cleaned every weekend.
He got killed in a plane crash.

When you use the passive, you often do not mention the person or thing that performs the action at all. This may be because you do not know or do not want to say who it is, or because it does not matter.

Her boyfriend was shot in the chest.
Your application was rejected.
Such items should be carefully packed in tea chests.

If you are using the passive and you do want to mention the person or thing that performs the action, you use ‘by’.

He had been poisoned by his girlfriend.
He was brought up by an aunt.
You use ‘with’ to talk about something that is used to perform the action.

A circle was drawn in the dirt with a stick.
He was killed with a knife.

Only verbs that usually have an object can have a passive form. You can say ‘people spend money’ or ‘money is spent’.

An enormous amount of money is spent on beer.
The food is sold at local markets.

With verbs which can have two objects, you can form two different passive sentences.

For example, you can say ‘The secretary was given the key’ or ‘The key was given to the secretary’.

They were offered a new flat.
The books will be sent to you.

---

Main points – Perkara-perkara utama

Some verbs are followed by a ‘to’-infinite clause. Others are followed by an object and a ‘to’-infinite clause.
Some verbs are followed by a ‘wh’-word and a ‘to’-infinite clause. Others are followed by an object, a ‘wh’-word, and a ‘to’-infinite clause.
Nouns are followed by ‘to’-infinite clauses that indicate the aim, purpose or necessity of something, or that give extra information.

Sesetengah kata kerja dilikut oleh klausa infiniti ‘to’. Kata kerja yang lain dilikut oleh objek dan klausa infiniti ‘to’.

Sesetengah kata kerja dilikut oleh kata ‘wh’ dan klausa infiniti ‘to’. Kata kerja yang lain dilikut oleh objek, kata ‘wh’ dan klausa infiniti ‘to’.

Kata nama dilikut oleh klausa infiniti ‘to’ yang menunjukkan sasaran, tujuan atau kaperluan sesuatu atau yang memberikan maklumat tambahan.

Some verbs are followed by a ‘to’-infinite clause. The subject of the verb is also the subject of the ‘to’-infinite clause.

agree choose decide expect fail hope intend learn
manage mean offer plan pretend promise refuse tend

She had agreed to let us use her flat.
I decided not to go out for the evening.

Some verbs are followed by an object and a ‘to’-infinite clause. The object of the verb is the subject of the ‘to’-infinite clause.

advise allow ask encourage expect force get help
invite order persuade remind teach tell want

I asked her to explain.
I could get someone else to do it.
They advised us not to wait around too long.
I didn’t want him to go.

Note that ‘help’ can also be followed by an object and a base form.
I helped him fix it.

WARNING: You do not use ‘want’ with a ‘that’-clause. You do not say ‘I want that you do something’.

Some verbs are followed by ‘for’ and an object, then a ‘to’-infinite clause. The object of ‘for’ is the subject of the ‘to’-infinite clause.

appeal arrange ask long pay wait wish

Could you arrange for a taxi to collect us?
I waited for him to speak.

Some link verbs, and ‘pretend’ are followed by ‘to be’ and an ‘-ing’ form for continuing actions, and by ‘to have’ and a past participle for finished actions.
‘to’-infinitive clauses ~ *Klausa infinitif ‘to’*

We pretended to be looking inside.
.I don’t appear to have written down his name.

Some verbs are normally used in the passive when they are followed by a ‘to’-infinitive clause.

<table>
<thead>
<tr>
<th>believe</th>
<th>consider</th>
<th>feel</th>
<th>find</th>
<th>forget</th>
<th>know</th>
<th>report</th>
<th>say</th>
<th>think</th>
<th>understand</th>
</tr>
</thead>
</table>

He is said to have died a natural death.
.Is it thought to be a good thing?

Some verbs are followed by a ‘wh’-word and a ‘to’-infinitive clause. These include:

<table>
<thead>
<tr>
<th>ask</th>
<th>decide</th>
<th>explain</th>
<th>imagine</th>
<th>know</th>
<th>learn</th>
<th>remember</th>
<th>understand</th>
<th>wonder</th>
</tr>
</thead>
</table>

*I didn’t know what to call him.*
*She had forgotten how to ride a bicycle.*

Some verbs are followed by an object, then a ‘wh’-word and a ‘to’-infinitive clause.

<table>
<thead>
<tr>
<th>ask</th>
<th>remind</th>
<th>show</th>
<th>teach</th>
<th>toll</th>
</tr>
</thead>
</table>

*I asked him what to do.*  *Who will show him how to use it?*

Some verbs only take ‘to’-infinitive clauses to express purpose.

*The captain stopped to reload the gun.*
*He went to get some fresh milk.*

You use a ‘to’-infinitive clause after a noun to indicate the aim of an action or the purpose of a physical object, or to say that something needs to be done.

<table>
<thead>
<tr>
<th>You had nothing to write with.</th>
<th>We arranged a meeting to discuss the new rules.</th>
<th>I gave him several things to mend.</th>
</tr>
</thead>
</table>

You use a ‘to’-infinitive clause after a noun group that includes an ordinal number, a superlative, or a word like ‘next’, ‘last’, or ‘only’.

<table>
<thead>
<tr>
<th>She was the first woman to be elected to the council.</th>
<th>Mr Holmes was the oldest person to be chosen.</th>
<th>The only person to speak was James.</th>
</tr>
</thead>
</table>

You use a ‘to’-infinitive clause after abstract nouns to give more specific information about them. The following abstract nouns are often followed by a ‘to’-infinitive clause:

<table>
<thead>
<tr>
<th>ability</th>
<th>attempt</th>
<th>chance</th>
<th>desire</th>
<th>failure</th>
<th>inability</th>
<th>need</th>
<th>opportunity</th>
<th>unwillingness</th>
<th>willingness</th>
</tr>
</thead>
</table>

*All it takes is a willingness to learn.*
*He’d lost the ability to communicate with people.*

Note that the verbs or adjectives which are related to these nouns can also be followed by a ‘to’-infinitive clause. For example, you can say ‘I attempted to find them’, and ‘He was willing to learn’.

---

Verbs with ‘ing’ clauses ~ *Kata kerja dengan klausa ‘-ing’*

**Main points ~ Perkara-perkara utama**

Many verbs are followed by an ‘-ing’ clause. Some verbs are followed by an object and an ‘-ing’ clause that describes what the object is doing.

Kebanyakan kata kerja dilukis oleh klausa ‘-ing’.
Sesetengah kata kerja dilukis oleh objek dan klausa ‘-ing’ yang memenjalankan perkara yang dilakukan oleh objek.

Many verbs are followed by an ‘-ing’ clause. The subject of the verb is also the subject of the ‘-ing’ clause. The ‘-ing’ clause begins with an ‘-ing’ form. The most common of these verbs are:

- verbs of saying and thinking

<table>
<thead>
<tr>
<th>admit</th>
<th>consider</th>
<th>deny</th>
<th>describe</th>
<th>imagine</th>
<th>mention</th>
<th>recall</th>
<th>suggest</th>
</tr>
</thead>
</table>

*He denied taking drugs.*
*I suggested meeting her for a coffee.*

Note that all of these verbs except for ‘describe’ can also be followed by a ‘that’-clause.

*He denied that he was involved.*
- verbs of liking and disliking

<table>
<thead>
<tr>
<th>adore</th>
<th>detest</th>
<th>dislike</th>
<th>enjoy</th>
<th>fancy</th>
</tr>
</thead>
</table>

*Will they enjoy using it?*
*I don’t mind telling you.*

‘Like’ and ‘love’ can also be followed by a ‘to’-infinitive clause.
- other common verbs

<table>
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<tr>
<th>avoid</th>
<th>commence</th>
<th>delay</th>
<th>finish</th>
<th>involve</th>
<th>keep</th>
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*i’ve just finished reading that book.*

Avoid giving any unnecessary information.
- common phrasal verbs

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Avoid giving any unnecessary information.
Verbs with ‘-ing’ clauses ~ Kata kerja dengan klausa ‘-ing’

She carried on reading.
They kept on walking for a while.
Note that some common phrases can be followed by an ‘-ing’ clause.
can’t help can’t stand feel like
I can’t help worrying.

After the verbs and phrases mentioned above, you can also use ‘being’ followed by a past participle.
They enjoy being praised.
I dislike being interrupted.
After some verbs of saying and thinking, you can use ‘having’ followed by a past participle.

admit deny mention recall
Michael denied having seen him.

‘Come’ and ‘go’ are used with ‘-ing’ clauses to describe the way that a person or thing moves.
They both came running out.
If went sliding across the road out of control.
‘Go’ and ‘come’ are also used with ‘-ing’ nouns to talk about sports and outdoor activities.
Did you say they might go camping?

Some verbs can be followed by an object and an ‘-ing’ clause. The object of the verb is the subject of the ‘-ing’ clause.
catch find imagine leave prevent stop watch
It is hard to imagine him existing without it.
He left them making their calculations.
Note that ‘prevent’ and ‘stop’ are often used with ‘from’ in front of the ‘-ing’ clause.
I wanted to prevent him from seeing that.
Most verbs of perception can be followed by an object and an ‘-ing’ clause or a base form.
I saw him riding a bicycle.
I saw a policeman walk over to one of them.

Verb + ‘to’ or ‘-ing’ ~ Kata kerja + ‘to’ atau ‘-ing’

Main points ~ Perkara-perkara utama
Some verbs take a ‘to’-infinitive clause or an ‘-ing’ clause with little difference in meaning. Others take a ‘to’-infinitive or ‘-ing’ clause, but the meaning is different.

Sesetengah kata kerja mempunyai klausa infinitif ‘to’ atau klausa ‘-ing’ tanpa sebarang perbezaan makna yang besar. Kata kerja yang lain mempunyai klausa infinitif ‘to’ atau ‘-ing’, tetapi maknanya berbeza.

The following verbs can be followed by a ‘to’-infinitive clause or an ‘-ing’ clause, with little difference in meaning.

attempt begin bother continue fear hate love prefer start try
It started raining.
A very cold wind had started to blow.
The captain didn’t bother answering.
I didn’t bother to answer.
Note that if these verbs are used in a continuous tense, they are followed by a ‘to’-infinitive clause.
The company is beginning to export to the West.
We are continuing to make good progress.
After ‘begin’, ‘continue’, and ‘start’, you use a ‘to’-infinitive clause with the verbs ‘understand’, ‘know’, and ‘realize’.
I began to understand her a bit better.

You can often use ‘like’ with a ‘to’-infinitive or an ‘-ing’ clause with little difference in meaning.

I like to fish.
I like fishing.
However, there is sometimes a difference. You can use ‘like’ followed by a ‘to’-infinitive clause to say that you think something is a good idea, or the right thing to do. You cannot use an ‘-ing’ clause with this meaning.
They like to interview you first.
I didn’t like to ask him.
Verb + ‘to’ or ‘-ing’ ~ Kata kerja + ‘to’ atau ‘-ing’

3 After ‘remember’, ‘forget’, and ‘regret’, you use an ‘-ing’ clause if you are referring to an event after it has happened.
   I remember discussing it once before.
   I’ll never forget going out with my old aunt.
   She did not regret accepting his offer.
   You use a ‘to’-infinitive clause after ‘remember’ and ‘forget’ if you are referring to an event before it happens.
   I must remember to send a gift for her child.
   Don’t forget to send in your entries.
   After ‘regret’, in formal English, you use a ‘to’-infinitive clause with these verbs to say that you are sorry about what you are saying or doing now:
   announce announce inform learn say see tell
   I regret to say that it was all burned up.

4 If you ‘try to’ do something, you make an effort to do it. If you ‘try doing’ something, you do it as an experiment, for example to see if you like it or if it is effective.
   I tried to explain.
   Have you tried painting it?

5 If you ‘go on doing’ something, you continue to do it. If you ‘go on to do’ something, you do it after you have finished doing something else.
   I went on writing.
   He later went on to form a computer company.

6 If you ‘are used to doing’ something, you are accustomed to doing it. If you ‘used to do’ something, you did it regularly in the past, but you no longer do it now.
   We are used to working together.
   I used to live in this street.

7 After ‘need’, you use a ‘to’-infinitive clause if the subject of ‘need’ is also the subject of the ‘to’-infinitive clause. You use an ‘-ing’ form if the subject of ‘need’ is the object of the ‘-ing’ clause.
   We need to ask certain questions.
   It needs cutting.

DATE

- DAYS OF THE WEEK
  Monday
  Tuesday
  Wednesday
  Thursday
  Friday
  Saturday
  Sunday

- When?
  on Monday
  on Mondays
every Monday
last Tuesday
next Friday
a week on Saturday
two weeks on Saturday

- MONTHS OF THE YEAR
  January
  February
  March
  April
  May
  June
  July
  August
  September
  October
  November
  December

- Bila?
  pada hari Isnin
  pada setiap hari Isnin
  setiap hari Isnin
  hari Selasa lepas
  hari Jum'at depan
  pada hari Sabtu depan
  pada hari Sabtu dua minggu lagi

TARIKH

- HARI
  Isnin
  Selasa
  Rabu
  Kamis
  Jum'at
  Sabtu
  Ahad

- BILA
  Bila
  pada bulan Februari
  pada 1hb Disember 2001
  pada tahun dua ribu satu

- WHAT DAY IS IT?
  IT'S...
  Monday, 26th May or
  Monday, the twenty-sixth of May

- HARI INI
  hari Isnin, 26hb Mei atau
  hari Isnin, dua puluh enam hari bulan Mei
TIME - MASA

What time is it?
What's the time?
Pukul berapa sekarang?

At what time?
Bila?

It's one o'clock
Pukul satu

at midnight
pada waktu tengah malam

It's ten past one
Pukul satu sepuluh minit

at midday
pada waktu tengah hari

It's quarter past one
Pukul satu suku

at one o'clock
(in the afternoon)
pada pukul satu
(tengah hari)

It's half past one
Pukul satu setengah

at eight o'clock
(in the evening)
pada pukul lapan (malam)

It's twenty past two
Kurang dua puluh minit
ke pukul dua

at 11.15 or eleven fifteen
(in the morning)
pada pukul 11.15 atau
sebelas lima minit
(pagi)

It's quarter to two
Kurang lima belas minit
ke pukul dua

at 8.45 or eight forty-five
(in the evening)
pada pukul 8.45 atau lapan
empat puluh lima minit
(malam)

in twenty minutes
dalam dua puluh minit

ten minutes ago
sepuh minit lalu

LIST OF PARTS OF SPEECH - SENARAI KELAS KATA

1. ANGKA - NUMERAL
2. KATA ADJEKTIF - ADJECTIVE
3. KATA ADVERBA - ADVERB
4. KATA ARAH - DIRECTIONAL NOUN
5. KATA BANTU - AUXILIARY
6. KATA BILANGAN - NUMERAL
7. KATA GANTI NAMA - PRONOUN
8. KATA HUBUNGAN - CONJUNCTION
9. KATA KERJA - VERB
10. KATA NAFI - NEGATIVE
11. KATA NAMA - NOUN
12. KATA PENEGAS - EMPHATIC WORD
13. KATA PENGIUT - INTENSIFIER
14. KATA PERINTAH - IMPERATIVE WORD
15. KATA SANDANG TENTU - DEFINITE ARTICLE
16. KATA SANDANG TAK TENTU - INDEFINITE ARTICLE
17. KATA SENDI - PREPOSITION
18. KATA SERUAN - INTERJECTION
19. KATA TANYA - INTERROGATIVE WORD
20. PENJODOH BILANGAN - NUMERAL CLASSIFIER
21. SINGKATAN - ABBREVIATION
22. JAMAK - PLURAL
23. TUNGGAL - SINGULAR