

**SPOKEN ENGLISH**  
ఆంగ్లభాషణ 826

మీ ప్రశ్నలు పంపాల్సిన చిరునామా...  
స్కాకెన్ ఇంగ్లీష్, ప్రతిభ విభాగం,  
ఈనాడు కార్యాలయం, రామోజీ ఫిల్మ్ సిటీ,  
హయత్ నగర్ (మండలం), రంగారెడ్డి జిల్లా.  
Email your questions to: pratibhadesk@eenadu.net



- Madhu, Kurnool.

Q: Sir, please explain which we have to certainly use and which one is wrong.

1. If she comes you can go out side.
2. If she will come you can go.
3. Sadness and gladness comes/ come each other.
4. I have to give demo, then can I say like this sir...
5. I would like to teach on math subject or I would like to teach about math subject.

A: 1. If she comes you can go out. (She may come, and if that happens, you can go out).

2. The sentence is wrong. 'If she will come' is a conditional clause (అంటే ఒక షరతును తెలిపే clause). The rule is, the verb in the conditional clause should not be in the future tense.

అంటే A clause beginning with 'If' and expressing a condition should not be in the



M. SURESAN

future tense = Will/ shall should not be used in it.

3. i) Sadness and gladness come (Not comes, because, sadness and gladness is plural (= they) each other.

ii) The group of words 'Sadness and gladness' come each other is not a sentence, because it has no meaning. It should be either 'Sadness and gladness' come after each other/ come alternatively/ follow each other (దుఃఖం, సుఖం ఒకదాని వెంబడి ఒకటొస్తాయి).

4. 'I have to give demo' itself is wrong. Demo (Demonstration) is a countable singular, so it must have 'a' before it. So, 'I have to give a demo' is correct.

5. Secondly, 'teach' is not followed by 'on/' 'about'. So your sentence should be, 'I would like to teach maths subject'.

- P. Dhanunjaya Naidu.

Q: Sir, I have seen in the newspaper recently a subtitle was given as "couple held raping over a minor" is it the right form? What is the difference between 'couple was held raping over a minor' and the above sentence? Please explain.

A: No, it is wrong. The verb held (held here means arrested) is always followed by 'for'. Secondly, rape is not followed by 'over'. As you say, this is the heading (not the subtitle) of the news item. Newspaper headlines usually use the past participle (V<sub>3</sub>). Held here is the past participle (V<sub>3</sub>) of the verb, hold. So the correct form of the headline/caption should be: Couple held for raping a minor.

Q: What is the difference between the sentences "my love is gone", "my love has gone" - Which is the correct form?

A: **My love is gone** = My love has gone - Both are correct and both have the same meaning. However, when you say, 'My love is gone', the importance is for 'love' and when you say 'My love has gone', the importance is for her/ its going.



- Manasi.

Q: Sir, please refer reference books to learn spoken English easily.

A: Books that can help you: 1) Living English Structure by William Stannard Allen (Pub. Pearson), 2) Essentials of English Grammar by Randolph Quirk, 3) Word Power Made Easy by Norman Lewis, 4) How to Read Better and Faster, also by Norman Lewis. Also by Norman Lewis, Speak Better and Write Better.

Q: Sir, in recent days 'down to earth' idiom is used very often. What is the correct meaning of this idiom? Give examples.

A: **Down to earth** = Practical and realistic  
★ A person down to earth is a person who thinks of what is possible to do and does not think of plans that cannot be done.

a) PM Modi is down to earth and thinks of implementing things which are possible.

b) A down to earth person, her father married her off to a good young man, not worrying about his status or looks.



**తొలి ఉద్యోగానికి.. biodata**

కిందటి వారం మనం Biodata, Resumé and CV ల గురించి క్లుప్తంగా తెలుసుకున్నాం కదా? ఈ మూడూ దాదాపు ఒకే ఉద్దేశ సాధనకు - అంటే ఉద్యోగ సాధనకు సాధనాలైనప్పటికీ, మూడింటికి కొన్ని కొన్ని తేడాలున్నాయి - ఈ తేడాలు (చాలా స్వల్పమే) చూద్దాం ఇప్పుడు...

**FUNCTIONAL ENGLISH**

The following details form an important part of the biodata.

1. The job applied for
2. The date of birth and age of the candidate
3. The educational qualifications of the candidate
4. References
5. Conclusion
6. Subscription

ప్రభుత్వ ఉద్యోగాలు చాలా వరకు Public Service Commission ద్వారానే భర్తీ అవుతుంటాయి. వాటికి Public Service Commission prescribed format లోనే (supplied by the PSC), apply చేయాలి. అయితే కొన్ని కొన్ని ఉద్యోగాలకు through on interview, ఎంపిక జరగొచ్చు. Some private firms too, accept biodata.

★ Let us now look at the format in which a biodata is submitted for post of an Audit Assistant in the company Surecure Pharma, Jeedimetla, Hyderabad.

**Imp:** Statement of the objective (లక్ష్యం) in the Biodata/ CV/ Resumé forms an important part of it. It must be concluded. (మనం ఏ లక్ష్యంతో ఈ ఉద్యోగాన్ని ఎంచుకున్నామో అది తెలియజేయడం చాలా ముఖ్యం).

(All names, addresses and phone numbers given in Biodata are fictitious and do not apply to any individual/ organization)

స్కాకెన్ ఇంగ్లీష్ పాఠ సంచికల కోసం చూడండి..  
www.eenadupratibha.net

	Biodata	Resumé	CV
1. Length (నిడివి)	Usually one A4 sheet and a half	Just one page	Two pages/ more
2. Form (రూపం)	Detailed	Brief	Very detailed
3. Purpose (ఉద్దేశం)	(In India) Govt jobs/ Applying for first time for a job in private companies	Applications for better jobs by those who are already in a job/ change of job	Applying for the first time by fresh graduates or others/ people with experience

చూశారు కదా: Biodata ముఖ్యంగా మనదేశంలో ప్రభుత్వ ఉద్యోగాలకు దరఖాస్తు చేసే వాళ్లు వాడేది. Biodata సవివరంగా ఉంటుంది. పుట్టినతేదీ, విద్యార్హతలు, ఇంత వరకు ఉన్న అనుభవాలతో సహా. ఇప్పుడు దీని నమూనా చూద్దాం - ఇందులో సామాన్యంగా మన వివరాలన్నీ తెలిపే తర్వాత cover/ covering letter (explaining the purpose of our enclosing the biodata) జతపరుస్తారు. Even in the cover letter we give a brief summary of our suitability for the job. We sign the cover letter, yours faithfully (in India) and or yours sincerely/ sincerely (for companies in India and MNCs).

★ MNC = Multinational Companies = బహుళ జాతి వ్యాపార సంస్థలు

**Format Of Biodata**

K Venkataram  
29-34-55 Kaleswara Rao Road  
Suryaraopeta  
Vijayawada 520002

Email: venkat666@gmail.com  
Mobile: 6876554321  
Land: 0866 3442876

**Objective:** Work in an organization where my skills are of use and growing with the organization, help its growth.

Name: Kolagutla Venkataram  
Father's Name: Sri Sankar  
Mother's Name: Mrs Suchitra  
Date of Birth: Sep 10 1994  
Age: 23 years  
Permanent Address / Contact Address: As given above.  
Other contact details: As given above

**Educational Qualifications:**

Class/ Degree/ Diploma	Board/ University	Year of passing	Marks obtained with grade
1. Class X	Board of Sec.Edn, AP	Mar 2004	68% A Grade
2. Inter	Board of Intermediate Education	Mar 2006	87% I class
3. B Com	Nagarjuna University	Mar 2009	78% I Class
4. M Com	Nagarjuna University	Mar - April 2011	79% I class

**Work Experience:**

Name of the Organisation	Designation / Post Held	Years of Service During	Total Experience
Deepak & Das	Audit & Accounts Assistant	2011 - 2013	Two Years

★ Languages Known: Telugu (Mother Tongue), English and Hindi. Can speak fluently Telugu and English.

★ Other Skills: Have good computer literacy and a thorough knowledge of office procedures.

★ Other details: A good player of badminton - won medals at district level championships. (certificates enclosed)

If appointed, I will do my best to be of service to the company and grow with it.

Yours sincerely / Sincerely  
K Venkataram

**Cover / Covering Letter To Be Sent With The Biodata**

K Venkataram  
29-34-55 Kaleswara Rao Road  
Suryaraopeta  
Vijayawada 520002

Feb 28 2015

Manager HR  
Surecure Pharma Ltd  
Jeedimetla  
Hyderabad 500034

Sir  
Post of Audit Assistant advertised in The Times of India of Feb 26 2015.

Attached is my bio-data for your consideration of appointing me for the post advertised.

You can see that I have all the skill sets that the job advertised demand. My experience has helped me know the job thoroughly. I wish to grow with the company by doing my best to be of service to it.

I am sure I can meet all your expectations and that you will offer me the compensation that my abilities deserve.

Sincerely,  
K Venkataram

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స్కికెన్ ఇంగ్లీష్, ప్రతిభ విభాగం,  
ఈనాడు కార్యాలయం, రామోజీ ఫిల్మ్ సిటీ,  
హయత్ నగర్ (మండలం), రంగారెడ్డి జిల్లా.  
Email your questions to: pratibhadesk@eenadu.net



Divya, Prahlad, Anakapalli.

**Q:** Sir, let us know the meaning and usage of 'Trump Card', 'City of Destiny', 'Tryst with Destiny'. Please explain in Telugu.

**A:** **Trump Card** = తెలుగు: తురుపు ముక్క. - ఇది పేకాట పదం. అంటే మనది ఇతరుల మీద పైచేయిగా ఉండటానికి ఉపయోగపడే విషయం ఏదైనా అది, మనకు Trump card అవుతుంది.

**Eg:** That he is the minister's son is his trump card = తాను మంత్రిగారి అబ్బాయిని, తనేమైనా చేయగలను అనేది అతని Trump card.

ఇంక ఏవిధంగానూ ఏదైనా సాధించుకోలేకపోతే, అప్పుడు ఆ విషయాన్ని వాడుకుని సాధించుకోవచ్చు అని.

★ **City of destiny** = A city where people go to have their wishes fulfilled and goals achieved = మన కోరికలు తీరి, మన గమ్యాలు చేరు కునేందుకు అనువైన నగరం.

★ **Tryst with destiny** = మన విధితో మనం ఏర్పరచుకున్న ఒప్పందం ప్రకారం రహస్యంగా కలుసుకోవడం. అంటే, మన ఒడంబడికను పాటించటం, మన విధి ప్రకారం నడచుకోవటం.

**Q:** What is the meaning of 'it is hereby' and how to use it?

**A:** **It is hereby** = ఇందుమూలంగా.

★ **It is hereby declared** that he is no more an officer = ఇందుమూలంగా ప్రకటించబడుతున్నది అతను ఎంతమాత్రం అధికారి కాదు అని.

**Q:** Money is to be taken అంటే తెలుగులో అర్థం?

**A:** డబ్బు తీసుకోవాల్సి ఉంది/ డబ్బు తీసుకోవాలి.

**City of destiny అంటే..?**

- E. Rajendraprasad.

**Q:** Sir, please explain what do we call the words like, i) that which ii) on which iii) in which iv) to which v) for which vi) something that. Give us some examples.

**A:** That and which are pronouns, and sometimes they are used also as adjectives. On, in, to, and for, are prepositions.

That and which are not often used together, that is, side by side. Sometimes you can.

**Eg:** That which he says he has given me is not this book. (అతను నాకిచ్చానన్నది ఈ పుస్తకం కాదు). In this sentence, 'that' is a pronoun and 'which' is a pronoun. But this kind of sentence is not usually used. Some is an adjective.

★ Other examples for 'which': The movie which I saw yesterday was good. (నేను నిన్న ఏ సినిమా చూశానో ఆ సినిమా బాగుంది - కానీ తెలుగులో ఇలా అనం కదా. నేను నిన్న చూసిన సినిమా బాగుంది అంటాం.)

★ **On which** - దేని మీద అయితే ఉండో. This is the table on which the book was yesterday. (నిన్న ఈ టేబుల్ మీదే ఆ పుస్తకం ఉంది.)

★ **In which** - దేనిలో అయితే అది ఉండో అది - సరైన



తెలుగు కాదు కదా? - మామూలు తెలుగులో: దానిలో ఉన్న.

**Eg:** This is the box in which he kept the cash. (= అతను ఏ పెట్టెలో అయితే నగదు పెట్టాడో, ఆ పెట్టె ఇది. ఇది సరైన తెలుగు కాదు కదా? మామూలు తెలుగులో: అతను నగదు పెట్టిన పెట్టె ఇది.)

★ That was the place to which he went = అతను ఏ చోటికైతే వెళ్లాడో అది ఇది. మామూలు తెలుగు: అతను వెళ్లిన చోటు ఇది.

★ **For which** = దేని కోసమైతే. This is the book for which I have been searching. (Modern English: This is the book I have been searching for. = నేను దేనికోసమైతే వెతుకుతున్నానో ఆ పుస్తకం ఇది. మామూలు తెలుగు - నేను వెతుకుతున్న పుస్తకం ఇది.)

★ Something that = something which = ఇది. This is something that I cannot understand = నేను అర్థం చేసుకోలేని విషయం ఇది.

- D. Kalyan.

**Q:** Sir, I have completed my graduation in mechanical engineering. I don't have any experience. Whether I should go with Bio-data or CV. Should I include my final year project details?

**A:** You had better send your CV. Bio-data is becoming outdated. You must include your fourth year project detail, as that will impress the employers.

- Bhagavanjee.

**Q:** Sir - would you please let me know the difference of the below mentioned between - among

**A:** When you refer to only two things/ persons, you use, between.

**Eg:** The brothers shared the property between themselves (only two brothers).

★ When you talk about more than two persons/ things you use, among.

**Eg:** The brothers and sister shared the property among themselves (more than two.)

**Q:** Explain the meaning of 'hitherto' with example.

**A:** **Hitherto** - till now (ఇప్పటి వరకూ).

**Eg:** Hitherto he has been friendly with me, but no more. (ఇంతవరకు నాతో స్నేహంగా ఉండేవాడే, కానీ ఇప్పుడు కాదు). The word is formal (గ్రాంథికం) and is becoming outdated. (వాడుక తగ్గిపోతోంది.)



Even if the PM recommends, I will not give you the job

- Malleswari.

**Q:** Sir, please explain the following conjunctions with Telugu meaning and how to use them. 1) though 2) yet 3) although 4) even 5) even if 6) even though

**A:** 1) **Though** = 3) although = 6) even though = అయినప్పటికీ.

**Eg:** Though/ although/ even though he is rich, he does not help others - అతను ధనవంతుడైనప్పటికీ ఇతరులకు సాయం చేయడు.

2) **Yet** = But = కానీ. He is rich, but/ yet he does not help others = అతను ధనవంతుడే కానీ ఇతరులకు సాయం చేయడు.

4) **Even** = కూడా. **Even** in America there are poor people. (అమెరికాలో కూడా బీదవాళ్లున్నారు).

★ **Even** Dharmaraja lied = ధర్మరాజు అంతవాడు కూడా అబద్ధం చెప్పాడు.

5) **Even if** = అది జరిగినప్పటికీ (ఇది ఊహాత్మకం - మామూలుగా జరగదు, జరగడం అంటూ ఉంటే).

**Eg:** **Even if** the PM recommends (very little chance of their recommending) I will not give you the job. (ప్రధానమంత్రి అంతటి వాళ్లు సిఫారసు చేసినా, - వారు చేయడం జరగకపోవచ్చు - నేను నీకు ఉద్యోగం ఇవ్వను.)

Know the difference between even if, on the one hand, and though/ although/ even though on the other. All of them have the meaning: అయినప్పటికీ. But 'even if' talks of an unreal (అవాస్తవ)/ imaginary (ఊహించుకునే) situation (పరిస్థితి), whereas 'though/ although/ even though' refers to a situation that has taken place/ takes place/ will take place. ఈ మూడూ జరిగిన/ జరిగే/ జరగబోయే పరిస్థితి గురించి చెబుతాయి.

**He is going on sixteen.**

- Rakesh, T. Ganapati, D. Bhavaghi, Raja Rao.

**Q:** Sir, please explain why 'e' is changing pronunciation of 'rat' and 'rate'?

**A:** Spelling and pronunciation in English depends on whether the word is native English word/ borrowed from some other language. More than 60% of the words in English are of foreign origin- Greek, Latin, French, etc. How a word is spelt and pronounced depends on the language from which the word entered English. The final 'e' sometimes has no value at all. So it is difficult to say why final 'e' changes the pronunciation of a word.

**Q:** Sir, will you please explain what is the difference between the two sentences?

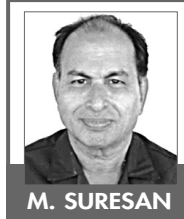
a) Did you complete your work?

b) Have you completed your work?

**A:** a) Did you complete your work? - this is about a past action at a definite time (time known to the speaker and the listener) in the past. (గతంలో మనకు తెలిసిన సమయంలో పూర్తి అయిపోయిన పనిని గురించి అడిగే ప్రశ్న ఇది.)

b) Have you completed your work? - About a past action too, but the time of which is not known/ an action that has gone on till the time of talking. (ఇది గతంలో ఏ సమయంలో పూర్తి అయ్యిందో తెలియని/ ఇప్పటి వరకు జరిగిన పనిని గురించి అడిగే ప్రశ్న).

**Q:** I would like to know the correct sentence from the sentences given below.



M. SURESAN

★ Our own actions decides our destiny.  
★ Our own actions decide our destiny.

**A:** 'Actions' is plural (they). For I/ we/ you/ they, we don't use the '-s/ '-es' ending. This is used only for he/ she/ it. So 'Our actions decide our destiny' is correct.

★ For example, if you say, 'Our action,' then 'decides' is correct.

**Q:** While talking to someone which tense we use - in office formally? Present perfect?

**A:** What tense you use depends on the time of action/ the time of the state of being. ఏ tense వాడాలి అనేది మనం మాట్లాడుతున్న పని ఎప్పుడు జరిగింది/ మనం మాట్లాడుతున్న స్థితి ఎప్పుడు ఉంది అనేదాన్ని బట్టి కదా ఉంటుంది.

★ For example, in your office, you are talking about a file. If you are talking about the file being on the table, say, yesterday, you say: The file was on the table yesterday (నిన్న ఉండింది/ the file lay (పడి ఉంది - both past tense).

★ If you are talking about the file being on the table now, you say: The file is/ is lying on the table (ఇప్పుడు టేబుల్ మీద పడి ఉంది). So what tense depends on the time of action/ of the state of being = ఉండే స్థితి).

★ Our boss has gone out - the verb, has gone - present perfect tense - past action time not stated.

★ Our boss went out an hour ago/ at 9 o' clock - past simple - past action at a time known/ definite time.

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My brother has got a son

- G. Murali Krishna, Kushal, Rajesh, Sarath.

**Q:** Can we say 'Gopal is running sixteen'?

**A:** He is running sixteen is wrong. Usually we say, He has completed fifteen and going on sixteen or simply, He is going on sixteen (years).

**Q:** How and when to use these words: Name after, call after. Please explain with proper examples.

**A:** Name after somebody/ something = give the name to a person of another person/ something.

**eg:** He was named after his grandfather = He was given the name of his grandfather.

★ He was named after his village = He was given the name connected with his village.

**Q:** Please translate these sentences from Telugu to English.

i) మా అన్నయ్యకి బాబు/ బేబీ పుట్టాడు. లేదా

ii) మా వదిన బాబు/ బేబీకి జన్మనిచ్చింది.

**A:** i) My brother has/ has got a son/ A son is born to my brother. The first one, and there too, 'My brother has got a son' is better. It indicates that 'My brother has become a father'.

ii) My sister-in-law has given birth to a son.

**Q:** Sir, 'ప్రాంతీయ అభిమానం' - దీన్ని Englishలో చెప్పడం ఎలా?

**A:** Regional feeling/ Regional bias.

**SPOKEN ENGLISH**  
ఆంగ్లభాషణ 828

మీ ప్రశ్నలు పంపాల్సిన చిరునామా...

స్కాకెన్ ఇంగ్లీష్, ప్రతిభ విభాగం,  
ఈనాడు కార్యాలయం, రామోజీ ఫిల్మ్ సిటీ,  
హయత్ నగర్ (మండలం), రంగారెడ్డి జిల్లా.

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- Sree Deepya, Anakapalli

**Q:** Sir, please give table form of simple, compound and complex sentences which mostly follows and examples. OR conversion of simple, compound and complex sentences using phrases / conjunctions.

**A:** To be able to know simple, complex and compound sentences, you must first of all know what a phrase and a clause are: To be able to know these you must know the verb form.

The verb has six forms (6 రూపాలు). They are:

- 1) The be forms (ఉండటం అనే మాటకు వివిధ రూపాలు). They are:
  - ★ am / is / are; was / were;
  - ★ All forms ending with be: shall be / should be / would be / can be / could be / may be, etc.
  - ★ All forms ending in been: have been / has been / had been / should have been / would have been, etc.

# If he comes here...

- 2) The 'be' form + the 'ing' form: Am / is / are / will be / have been singing, etc.
- 3) The 'be' form + the past participle (V3): Am / is / are / have been + seen, etc.
- 4) Have / has / had / shall have / should have, etc. + past participle (V3): have seen, has done, should have gone, could have known, etc.
- 5) The doing words: words indicating actions. They appear in three forms - the I doing word, the II doing word, and the past doing word. Study the table no.1.
- 6) Shall / should, will / would, can / could, may / might etc + I Doing word.

**Eg:** shall do, should go, will come, would know,



M. SURESAN

may come, might see, etc.  
 ★ Englishలో ఏ verb అయినా పైన చెప్పిన 6 రూపాల్లో ఏదో ఒకటి అయి ఉండాలి. అది లేకపోతే verb లేనట్టే, verb లేకపోతే sentence ఉండదు.  
 ★ ఇప్పుడు **phrase** = a group of words without a verb. Eg: in the evening, working for more than an hour (Note: ఉత్త 'ing' form, for example, working, is not a verb; 'be' form + 'ing' form is a verb), the stone thrown at the boy, etc. (thrown is just a past participle - not a verb. Be form / have, has, would have, etc., + Past Participle (V3) is a verb.) ఇవన్నీ phrases, ఎందుకంటే, ఈ groups of words లో verb లేదు కాబట్టి.  
**Clause:** A group of words with a verb. Eg: If he comes here, while he was walking, because

- he wanted my help, etc.  
 ★ The underlined words are all verbs.  
 ★ MAIN CLAUSE: A clause with complete meaning.  
 ★ SUBORDINATE CLAUSE: A clause without complete meaning.  
 ★ The number of clauses in a sentence = the number of verbs in the sentences.

**Simple, complex and compound sentences:**

- ★ A SIMPLE SENTENCE has one main clause / one main clause and a phrase.
- ★ A COMPLEX SENTENCE has one main clause + one/more subordinate clauses.
- ★ A COMPOUND SENTENCE has two or more main clauses. Study the table no.2.
- ★ This is nature of the three types of sentences. వీటిని ఒక రకమైన sentence నుంచి ఇంకో రకమైన sentence కు ఎలా మార్చాలో వచ్చేసారి చూద్దాం.

S. No.	Verb form	Examples	Form when used with 'not' / in questions
1.	I Doing Word (used with I / we / you / they)	Go, take, sing, etc.	<u>Do</u> (not) go, <u>do</u> (not) take, <u>do</u> (not) sing, etc.
2.	II Doing Word (used with he / she / it) formed by adding s / es to I doing word	Goes, takes, sings, etc.	<u>Does</u> not go, <u>does</u> not take, <u>does</u> not sing, etc.
3.	Past Doing Word (used with all subjects)	Went, took, sang, liked, etc.	<u>Did</u> not go, <u>did</u> not take, <u>did</u> not sing, <u>did</u> not like etc.

2 SIMPLE SENTENCE	COMPLEX SENTENCE	COMPOUND SENTENCE
★ Looking out the window he saw his friend. Only one verb in the sentence - saw. So one main clause. Looking out the window (phrase); he saw his friend (Main clause)	★ When / As he looked out the window, he saw his friend - Two verbs in the sentence - looked, and saw. So two clauses. 1) When / As he looked out - meaning incomplete, so a subordinate clause. He saw his friend - Main clause.	★ He looked out the window and saw his friend. Two verbs in the sentence - looked and saw. So two clauses - he looked out - meaning complete - main clause. He saw his friend - meaning complete too, so main clause again. So two main clauses - Compound sentence.

- K. Ravi Kumar

**Q:** Sir, let me know about the 1) to be, 2) to do with examples.

**A:** To be, to do, to go, etc. are called infinitives. వీటికి అర్థం 'టం', 'అని' / 'కి' / 'అనీ' అలా వస్తుంది.

1) To be = to remain at a place / in a state = ఉండటం. Depending on the sentence in which you use it you get different forms of ఉండటం: ఉండటం, ఉండాలని, ఉండటానికి / ఉండేందుకు.

Eg: a) To be here for an hour is difficult = ఇక్కడ గంట సేపు ఉండటం కష్టం.



b) He wants you to be here = అతను నువ్విక్కడ ఉండాలని అనుకుంటున్నాడు.

c) He likes to be here = అతను ఇక్కడ ఉండటానికి / ఉండేందుకు ఇష్టపడుతున్నాడు.

2) అలాగే to do = చేయటం / చేయాలని / చేసేందుకు అని అర్థం వస్తుంది.

a) To do it is difficult = అది చెయ్యటం కష్టం.



b) He wants to do it = అతనిది చేయాలని అనుకుంటున్నాడు.

c) He is here to do it = అతనిది చేసేందుకు ఇక్కడ ఉన్నాడు.

# Megaphone diplomacy అంటే?

- Sravan Kumar; T. Mallikarjun

**Q:** Sir, please translate following Telugu sentence into English.

1. వారు రోడ్డు వేస్తున్నారు.
2. వాడు మూఢనమ్మకాలు ఎక్కువగా నమ్ముతాడు.
3. నా కాలుకు ముళ్లు గుచ్చుకుంది.
4. Sir, you said last time that my love is gone = my love has gone. How is it correct? "My love is gone" is a passive sentence. So it's meaning 'నా ప్రేమ వెళ్లిపోబడ్డది'.

- A:** 1. They are laying the road  
 2. He believes too much in superstitions (మూఢనమ్మకాలు).  
 3. A thorn has pricked my foot. A better sentence: There is a thorn in my foot.  
 4. They are both the same. My love is gone is not in the passive voice. The verb go, and so the verb has gone is not a verb with an object (not a transitive verb; it is intransitive. Intransitive verbs have no objects - so no passive voice)

★ 'వెళ్లిపోబడ్డది' is not correct even in Telugu. తెలుగులో మనం 'వెళ్లిపోబడ్డది' అని ఎప్పుడైనా అంటామా?

- T. Gangadhara Rao, Palasa

**Q:** 1. The bag is too heavy to carry.  
 2. The food is too salt to eat.  
 Sir, are the above sentences correct? If correct please let me know complex and compound sentences to the sentences.

**A:** The bag is too heavy to carry (= The bag is very heavy, so I cannot carry it.) - Correct.

★ The food is too salty (not salt) to eat - correct = the food has too much of salt, so one cannot eat it.

- ★ The two sentences are simple.
- ★ The food is so salty that one cannot eat it. - complex.
- ★ The food is very salty, so one cannot eat it. - compound.

- Ravuri Surendraa; Madhu

**Q:** What is the difference between 'borrow' and 'lend'. Explain me with example.

★ In our usage we say "in morning" but why do we say "at night", why can't we say "at morning" or "in night"



**A:** Borrow means taking money / other things from others for temporary use and repaying them later. (= ఇతరుల నుంచి అప్పు తీసుకోవడం).

★ Lend = give money/other things to others temporarily and taking them back after sometime. (= అప్పు ఇవ్వటం).

★ We say, not, 'in morning', but, in the morning, in the afternoon, in the evening, in the night or at night. 'In night' is not proper usage. If you wish to refer to a particular night, you say, on that night. If it is about sometime in the night, you say, during the night.

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- Anil Yaramala

**Q:** Sir, explain below questions:

1. get + [verb2]  
Ex: I get provided
2. I am [verb2]  
Ex. I am provided  
It is used to design.

**A:** We never use get + V2 (Past simple). What we use is 'get + V3' (the Past participle). I get provided means = I am provided = Somebody provides me (= supplies) with something.

★ Similarly, 'am' (a 'be' form) is never followed by what you call V2 (past simple). What follows verbs like, 'be' forms / got / have is (V3) / the past participle = somebody provides me with something. (ఎవరో నాకిస్తారు, దేనినో, అని అర్థం. I get provided అన్నా ఇదే అర్థం వస్తుంది.)

- Sudheer Enumula

**Q:** Dear sir, I saw in The Hindu newspaper "ease of doing buissness", what is it mean?

★ What is the meaning of 'megaphone diplomacy'?

**A:** Ease of doing business means the easy nature of doing business = వ్యాపారం నిర్వహించడంలో సౌలభ్యం.

★ Megaphone diplomacy = negotiations between parties or nations through press-meets and announcements, thus forcing the other party to come out with its ideas = రెండు పార్టీల మధ్య / దేశాల మధ్య సంభాషణలు బాహుటంగా, పత్రికా ప్రకటనల ద్వారా, ప్రకటనల ద్వారా నిర్వహించడం, అవతలివారు తమ ఉద్దేశం తెలిపేటట్లు చేయడానికి.

**SPOKEN ENGLISH**  
ఆంగ్లభాషణ 829



- G.S.V. Raghavendra Kumar, Guntur.

**Q:** Sir, please let me know the meanings of the following sentences.

- i) Everybody needs to be loved.
- ii) You must be joking.
- iii) The gift can be mailed by Jack.
- iv) The gift will be mailed by Jack.
- v) The gift should be mailed by Jack.
- vi) The gift may be mailed by Jack.
- vii) The gift must be mailed by Jack.
- viii) The composition is supposed to be typed by me.
- ix) Roshan would have watched the world cup match.

**A:** i) Everybody needs somebody to love them = ప్రేమించబడటం ప్రతివాళ్లకూ అవసరం. అయితే ప్రేమించబడటం (PV) తెలుగులో కాస్త కృతకంగా ఉంటుంది. అందుకే ఇలా చెప్పొచ్చు ప్రతివాళ్లకూ ఇతరుల ప్రేమ అవసరం.

ii) నువ్వేదో joke చేస్తుండాలి/ నువ్వు చెబుతున్నది కచ్చితంగా జోకే ఉండాలి. (I am sure what you are saying is a joke).

iii) Jack can mail the gift = One method by which Jack can send the gift is mailing/ It is possible for Jack to send the gift by mail. (అనుకుంటే Jack, ఆ కానుకను, post (mail) ద్వారా పంపవచ్చు)

iv) Jack will send the gift by mail (అతను mail ద్వారా ఆ కానుకను పంపుతాడు).

v) He has to (compulsorily) send the gift by mail (అతనా కానుకను mail ద్వారానే పంపాలి.)

vi) Jack may (Probability) send the gift by mail (Mail/ Post ద్వారా Jack ఆ కానుకను పంపొచ్చు/ ఆ అవకాశం ఉంది).

vii) Jack has to (compulsorily) send the gift by mail (Mail/ Post ద్వారానే అతనా కానుకను పంపాలి).

viii) I must type the composition (ఆ composition ను నేను టైప్ చేయాలి).



He had the chance to watch the match but did not

ix) He had the chance to watch the match but did not (రోషన్ ఆ match ని చూసి ఉండేవాడే కానీ చూడలేదు).

- Rithik M.

**Q:** Sir, is the sentence 'going home from college' correct?

**A:** I am/ he/ she is/ was/ will be going home from college - Correct.

**Q:** What are the different types of verbs? Explain with examples.

**A:** Different types of verbs - refer to spoken English lesson No - 824 (Sunday Feb 15, 2015).

మీ ప్రశ్నలు పంపాల్సిన చిరునామా...

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Email your questions to: pratibhadesk@eenadu.net



# He is survived by..

- Bhagawan.

**Q:** Sir, the word 'survived' is always used in passive voice, why should it not be in active voice - for example 'he is survived by two children & wife' why should we not say 'he has two children & wife?' Please clarify my doubt.

**A:** No. 'Survive' is also used in the active voice. Instead of saying, 'He is survived by his wife and two children', we can say, 'His wife and two children survive him'.

He has a wife and two children - the sentence is correct but the meaning is different. It means that he is alive and has a wife and two children.

Know the correct meaning of survive = Continue to live after the death of a close relative (member of a family).

★ His wife and two children survive him = He is dead, and they are alive.



# Noun ను ప్రశ్నిస్తే తెలిసేది...?

- G. Supraja Dattu.

**Q:** Sir, how to identify adjectives? Some words in the dictionary are like this:

**Eg:** Allay, allayed  
Allege, alleged  
Perverted, pertinent, previous, pertilent, pestering. Any rules are there to identify adjectives?

**A:** Adjectives are words which tell us something about nouns. (దేని గుణాన్ని తెలిపే/ దేన్నైనా వర్ణించే మాటలు, adjectives).

★ The answer you get to the question, 'What kind of' (ఎలాంటి) is an adjective.

**Eg:** A tall man - what kind of man? (ఎలాంటి మనిషి) -

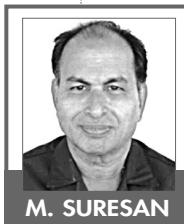
Ans: a tall man. (పొడవాటి మనిషి) - అనే Answer వస్తుంది. కాబట్టి, tall ఇక్కడ adjective. కొన్నిచోట్ల "-ing form" (Present participle) ను కూడా Adjective గా వాడతాం.

**Eg:** A barking dog (మొరిగే కుక్క) - ఎలాంటి/ What kind of dog? - A barking (మొరిగే) dog - so here the '-ing' form, 'barking' is an adjective too.

అలాగే past participle ను కూడా adjective గా ఉపయోగిస్తాం. అయితే past participle ను, adjective గా వాడినప్పుడు, 'బడిన' అనే అర్థం వస్తుంది.

**Eg:** The stolen money was recovered. ఇక్కడ 'stolen' past participle of 'steal'.

**Stolen** = దొంగిలించబడిన.  
'Money', noun. ఎలాంటి money? -  
Answer: stolen money. కాబట్టి 'stolen', ఇక్కడ



M. SURESAN

adjective అవుతుంది.  
★ The rule to identify an adjective:  
Put the question, 'what kind of?' to the noun, and the answer you get is the adjective.  
★ **Allay** = reduce the fear/ suffering/ pain etc (బాధ, భయం లాంటి వాటి నుంచి ఉపశమనం కలిగించడం) - ఇది పనిని తెలిపే మాట. కాబట్టి, verb, కానీ, adjective కాదు.

అలాగే **allege** (అలెజ్) - ఇదికూడా verb = ఎవరో ఏదో చట్టవిరుద్ధమైన/ తప్పు చర్యలు చేశారని ఆరోపించడం. ఇది adjective కాదు.

'Allayed' is the past tense as well as the past participle (V3) of allay. But 'allayed' is not usually used before a noun to qualify it.

So it is not usually used as an adjective.  
But 'alleged' (both past tense - V2 and past participle - V3), as past participle is used before a noun and therefore is used as an adjective.

**Eg:** The alleged murderer could not be arrested = హంతకుడిగా ఆరోపణలు ఎదుర్కొంటున్న వాడు, ఖైదు చేయబడలేదు.

అలాగే ★ Perverted = Not considered normal/ acceptable by society (మామూలుగా లేని/ సమాజం ఆమోదించని).

★ Pertinent = relevant = సంబంధించిన  
★ Previous = ముందుటి  
★ Pestering = వేధించే  
(Pertilent అనే మాట లేదు) - ఇవన్నీ 'ఎలాంటి' అనే ప్రశ్నలకు సమాధానాలు కాబట్టి, adjectives.



- Swamy Naidu.

**Q:** Sir, may I use auxiliary verbs like have, has, had and having as action verbs?

How, when and where to use the word 'having'?

How to use auxiliary verbs as present continuous tense?

Which of these sentences are correct examples:

- i) I am having working experience on computer programmer.
- ii) I have good knowledge on computer programmer.
- iii) I am working as a computer programmer since 3.3 years.
- iv) I have been working as a computer programmer since 3.3 years.

**A:** Have/ has/ had are not only auxiliary verbs, but action verbs, when they are used with the meaning of eating/ drinking.

★ I am having coffee. (I am drinking coffee).

★ She has breakfast at eight every morning.

★ They had their lunch early today. (= They ate their lunch early today).

Only with this meaning are they action verbs. With the meaning of possession (కలిగి ఉండటం), they are not certain verbs.

★ She has beautiful dark hair - 'has' here is NOT an action verb.

You cannot use auxiliary verbs independently. They help the main verbs in forming tenses. They are auxiliary verbs because they by themselves cannot be used to form a sentence.

There are two types of auxiliaries:

- 1) Primary auxiliaries: be, do and have
- 2) The modal auxiliaries: shall, should, can, could, may, might, will, would, must, need, ought and dare.

'Having' by itself cannot be used as a verb. It has to have an auxiliary verb before it.

★ I am having breakfast; please wait. The verb here is 'am having' (am and having together).

★ Am/ is/ are having = am/ is/ are eating/ drinking something.

i) I am having working experience... - WRONG.

I have work experience ... - Correct.

ii) I have a good knowledge as a computer programmer - Correct. 'Have' here is the verb (Not an action verb).

iii) I have been working (not, I am working) as a ... for (not, since) 3.3 years ..... correct.

**SPOKEN ENGLISH**  
ఆంగ్లభాషణ 830

మీ ప్రశ్నలు పంపాల్సిన చిరునామా...

స్కాకెన్ ఇంగ్లీష్, ప్రతిభ విభాగం,  
ఈనాడు కార్యాలయం, రామోజీ ఫిల్మ్ సిటీ,  
హయత్ నగర్ (మండలం), రంగారెడ్డి జిల్లా.

Email your questions to: pratibhadesk@eenadu.net



- Soma Kalyani

**Q:** Sir, I am preparing for the competitive exams. I am not able to get even a single sentence correctly in English to express my feeling. Whenever it comes to Telugu language I can explain it as much as I can. This happens many times. From one and half year onwards I lose confidence. How to improve my spoken English. While speaking English I used to get stop in the middle thinking that whether the grammar or the verb used by me is correct or not. Please give your suggestions.

**A:** Never lose your confidence. You can learn and speak good English. Tell yourself so. Read the English newspaper every day and short stories in English. Keep watching English news on the TV. Watch English movies without looking at the sub-titles. You can certainly improve your English. Whenever you get an opportunity, talk to others only in English. Don't mind if they make fun of you. You are preparing for competitive exams. So master the vocabulary exercises there and try to use the words you find there in your own sentences.

- Shiva Prasad.

**Q:** Sir, I have a doubt about at, in. When should we use these words (at, in). Please explain this.

**A:** 1) At before exact time - at 4 PM, at 9 O' clock., etc. IN before the parts of the day - in the morning, in the evening, in the afternoon, etc. However, when we refer to the

The classes are in the morning



morning/ evening of a particular day/ date, we use 'on'.

**Eg:** The classes are in the morning. There was no class on the morning of the 18th/ Monday last.

★ IN before months and years - in July, in December, etc. In 2014, in 2015, etc.

★ At before small towns and villages. In before big and important cities. 'At' Mangalagiri, at Ibrahimpatnam, etc. 'In' Hyderabad, In Vijayawada, In Shirdi, etc.

★ Sometimes both 'in' and 'at' are used interchangeably: In / At the college, In / At the theatre, etc. However, when you refer to something inside a place, you use in: There were no seats in the theatre.

★ 'At' before points (of place): At the bus stop, at the railway station, at the airport, etc.

★ 'In' before closed places: in a car, in the room, in the box, etc.

★ These are the most important points about 'at' and 'in'. There are other occasions as well where they are used.

# He himself told me..

- K. Swapna

**Q:** Sir, please explain about the difference between emphatic & reflexive pronoun with examples.

**A:** Note: Explain is not followed by about. You explain, but don't explain about something.

Both the pronouns usually have the same form - ending with 'self/ selves'.

**Eg:** myself, himself, ourselves etc.

However, a reflexive pronoun is the object of a verb, whereas an emphatic pronoun, places emphasis on the subject.

**Eg:** 1) He killed himself. Here 'himself' is a reflexive pronoun because it is the object of the verb 'killed'. (Killed whom? The answer to the question is 'himself', so himself is the object of killed. So it is a reflexive pronoun).

2) He himself killed his wife (అతనే/ అతనంతట అతనే (ఇంకెవరో కాదు) తన భార్యను చంపాడు). Here 'himself' is an emphatic pronoun because 'himself' emphasizes the subject, 'He'.

★ Usually (not always) the reflexive pronoun comes at the end of the sentence, whereas the emphatic sentence comes immediately after the subject of the sentence.

She always praises herself



Reflexive Pronouns	Emphatic Pronouns
He harmed <u>himself</u> by not seeing the doctor in time. (తనకు తానే కీడు చేసుకున్నాడు డాక్టర్ ను సమయానికి సంప్రదించకుండా)	He <u>himself</u> told me that he had done it. (అతనే చెప్పాడు నాతో అది తానే చేసినట్లు)
She always praises <u>herself</u> (ఆమె తనను తానే పొగుడుకుంటుంది)	She herself agreed that she was wrong. (ఆమె ఒప్పు కుంది తను తప్పునట్లు)
Politicians help <u>only themselves</u> . (రాజకీయ నాయకులు తమకు తామే సాయం చేసుకుంటారు.)	Some politicians <u>themselves</u> agreed that they were for the bad state of the country. (కొంతమంది రాజకీయ వాదులే ఒప్పుకున్నారు, తామే దేశ ప్రస్తుత దుస్థితికి కారణమని)

# 'Must' is stronger than..

- Madhu, Kurnool

**Q:** Sir, please explain which one is right.

- Will school be on friday
- Does anybody has text book
- Does anybody have text book/ Does anybody get text book
- Who got text book
- After I had learnt how to a bridge by my friend, I founded / constructed one bridge
- If I get money, I will found one house for my mother
- Already I told you this topic.
- Already I have told you this topic
- Sir please give example about either and whether in English and Telugu.
- Are you coming to school tomorrow
- Will you come to school
- Whom should we submit
- Whom we should submit
- I come to school every day
- I come for class

**A:** The correct sentences are:

- Will the school be open / work on Friday?
- 2 & 3) Does anybody have a/ the text book? / Has anybody a/ the text book?
- Who has got the text book? ('has got' - past action, time not stated.)
- After I had learnt how to build a bridge from my friend, I constructed the bridge.
- If I get money I will build/ buy a house for my mother. (found = establish/ స్థాపించడం)
- 7 & 8) I have told you the topic already.



M. SURESAN



9) **Either** = రెండిల్లో ఏదో ఒకటి/ ఇద్దరిలో ఎవరో ఒకరు.

★ **Either** of them is ok for me = ఆ రెండిల్లో ఏదైనా నాకు ఫరవాలేదు/ ఆ ఇద్దరిలో ఎవరైనా ఫరవాలేదు.

★ **Whether** = అవునా, కాదా. I don't know whether/ if he is coming or not (అతను వస్తున్నాడో లేదో నాకు తెలియదు).

★ I don't know whether he will come or not.

- Correct with a question mark at the end.
- Question mark at the end of the sentence necessary.
- 12 & 13) To whom should we submit it? / Who should we submit it to?
- 14 & 15) I come to school every day.

- G Manidhar, Prakasam.

**Q:** Sir please clarify my doubt in the usage of must and should. i) You should treat me as your equal. ii) You must treat me as equal - What is the difference in these two sentences in meaning?

**A:** Must and should - both of them are used to express command, duty and necessity. However, 'must' is stronger than 'should' and conveys greater force.

- Bhavaghi Devunoori, Warangal.

**Q:** Sir, I would like to know the meaning of the sentences given below.

- Forget this ever happened
- I am so over it

**A:** 1) Don't try to remember what has happened at any time (ఇది అసలు జరిగిందనే విషయం మర్చిపో).

2) This is not a sentence because this group of words has no meaning. (ఈ మాటలకు అర్థం లేదు. కాబట్టి ఇది వాక్యం కాదు - అసలు మీరు ఏం చెప్పడలచుకున్నారు? )

- Y V Chalapathi Rao, Harihar-Karnataka.

**Q:** Sir, in one of the books, it is mentioned that the following 1 and 2 sentences are correct and will give same meaning.

- We expected his being admitted into the university.
- We expected him being admitted into the university.
- I do not mind his/ him sitting on this table.
- They insisted on my/ me being present in the function.

But, I read in one book possessive case of nouns and pronouns should be used before Gerunds and given examples as given below.

- They insisted on me resigning the post (Incorrect).
- They insisted on my resigning the post (Correct).
- We rejoiced at him being promoted (Incorrect).
- We rejoiced at his being promoted (Correct) Please explain sir.

**A:** Strictly speaking, the possessive case (his/ her/ my / their / somebody's, etc.) should be used after the gerund. However, in the present day English, even the objective case is accepted. (అసలు నిబంధనల ప్రకారం, possessive case నే వాడాలి, కానీ ఈ మధ్య ఇలాంటి objective case కూడా సబబే అంటున్నారు. This is not wrong nowadays.) మీరు పైన రాసిన జతల్లోని రెండు వాక్యాలూ present usage ప్రకారం సరైనవే.

- S. Sri Krishna.

**Q:** Dear sir, please explain about adverb clause, noun clause, all clauses and how to find clauses.

**A:** A clause is a group of words with a verb.

1) A noun clause does the work of a noun. That is, it acts as the subject of a sentence, object of a verb / of a preposition, and the indirect object of a verb.

2) An adverb clause does the work of an adverb. That is, it modifies (adds to the meaning of) a verb / an adjective. There are different types of adverb clauses: Adverb clause of time, condition, purpose, reason, concession, place, comparison, and manner.

3) An adjective clause does the work of an adjective. That is, the adjective clause qualifies a noun (say something about a noun). Usually adjective clauses begin with who, whom, whose, which, that, etc.

These are the three clauses which are often used. More about them in the next lesson.

'స్కాకెన్ ఇంగ్లీష్' పాఠ సంచికల కోసం చూడండి..