

# *KRATKA ANGLEŠKA SLOVNICA*

ČASI, GLAGOLI, SESTAVA STAVKA ...

Trdilna oblika	Vprašalna oblika	Nikalna oblika
I AM	AM I	I AM NOT (I'M NOT)
YOU ARE	ARE YOU	YOU ARE NOT (YOU AREN'T)
HE IS	IS HE	HE IS NOT (HE ISN'T)
SHE IS	IS SHE	SHE IS NOT (SHE ISN'T)
IT IS	IS IT	IT IS NOT (IT ISN'T)
WE ARE	ARE WE	WE ARE NOT (WE AREN'T)
YOU ARE	ARE YOU	YOU ARE NOT (YOU AREN'T)
THEY ARE	ARE THEY	THEY ARE NOT (THEY AREN'T)

**ČLEN (THE ARTICLE)**

Angleščina pozna dva člena:

1. THE- določni člen, uporabljamo ga za vse tri spole in lahko stoji pred samostalniki v ednini in množini.
2. A, AN – nedoločni člen ima dve obliki:
  - A uporabljamo pred samostalniki, ki se začinjajo s soglasnikom,
  - AN uporabljamo pred samostalniki, ki se začinjajo s samoglasnikom ali nemim h (glede na izgovorjavo, ne pisavo).
 Uporabljamo ga za vse tri spole, stoji pa le pred števničnimi samostalniki v ednini.

**THE**

Določni člen the uporabljamo:

1. pred samostalniki, ki označujejo edini primerek svoje vrste – the earth, the sea, the sky...
2. pred samostalniki, ki jih poznamo iz poprejšnjega pripovedovanja – I bought a car. The car is red.
3. pred presežniki in vrstilnimi števnicami – You`re the best. He was the second.

**A, AN**

Nedoločni člen je nastal iz števničnika ONE, zato ga uporabljamo le pred števničnimi samostalniki v ednini – a house, a cat, a dog...

## PRESENT TENSE SIMPLE

Trdilna oblika	Vprašalna oblika	Nikalna oblika
I work	Do I work	I do not (don't) work
you work	Do you work	You do not (don't) work
he works	Does he work	He does not (doesn't) work
she works	Does she work	She does not (doesn't) work
it works every day	Does it work	It does not (doesn't) work
we work	Do we work	We do not (don't) work
you work	Do you work	You do not (don't) work
they work	Do they work	They do not (don't) work

### Uporaba:

1. izraža dejanje, ki se ponavlja
2. navade
3. ugotovitve in trditve
4. splošno veljavne resnice
5. uporabljamo ga tudi za izražanje prihodnosti ( za napovedovanje uradnih obiskov).

končnica ES se doda:

1. ko izgovorimo glagol na šimnik v nedoločniku:  
matchES  
washES  
brushES
2. če se glagol konča z S ali X:  
missES  
mixES  
fixES
3. če se glagol konča na O:  
goES  
doES

če je na koncu soglasnik in Y se spremeni:

carry – carries  
try - tries

če je pa kombinacija samoglasnika in Y se ne spremeni:

play – plays

V stavku ne more biti dvakrat S:

She doeS not walkS. pravilno je She doeS not walk.

Če stavek na IF potem gre za ta čas:

prislovi kateri so pogosti v tem času:

always, usually, often, normally, regularly, sometimes, every day, never

## PRESENT TENSE CONTINUOUS

<u>Trdilna oblika</u>	<u>Vprašalna oblika</u>	<u>Nikalna oblika</u>
I am	Am I	I am not (I`m not)
You are	Are you	You are not (you aren`t)
He is	Is he	He is not (he isn`t)
She is work + <b>ing</b> now.	Is she work + <b>ing</b> now?	She is not (she isn`t) work + <b>ing</b> now.
It is	Is it	It is not (it isn`t)
We are	Are we	We are not (we aren`t)
You are	Are you	You are not (you aren`t)
They are	Are they	They are not (they aren`t)

To je opisni sedanjik.

### Uporaba:

1. izraža dejanje, ki se dogaja v trenutku govorjenja
2. dejanje, ki traja v sedanjosti, čeprav mogoče ne v trenutku, ko govorimo
3. uporabljamo ga tudi za izražanje prihodnosti (namen z glagoli premikanja). He is coming home this Saturday. We are going to the movie tonight.

### **ZNAČILNOST ZA VSE CONTINUOUS ČASE:**

1. ČE JE KONČNICA e:  
have - having  
make - making
2. če je kratek samoglasnik in so kratki glagoli se soglasnik podvoji:  
get - getting  
plan - planning  
swim - swimming  
travel - travelling
3. če je dolg samoglasnik ali dva samoglasnika se ne spremeni:  
eat - eating  
leave - leaving
4. Y se ne spreminja:  
try - trying
5. lie - lying  
die dying  
tie - tying

primerjava med Present continuous in Present simple:

<b>Present continuous</b>	<b>Present simple</b>
I am drinking my tea now.	Normally I drink coffe for breakfast.
Paul is driving to work at the moment.	He often jogs when he has time.
I am sitting at my desk for the time being.	Every afternoon I work at my desk.
James is playing tennis right now.	He always plays tennis on Saturdays.

V tem času ni naslednjih glagolov:

believe, be, cost, depend, have, hear, matter, smell, suppose, taste, think, understand ....

Lahko je: I am having breakfast. (jem) ne sme biti I am having car (imeti).

## PAST TENSE SIMPLE

### Trdilna oblika

I	
You	
She, he, it	worked hard. doda se končnica - <b>ED</b>
We	<b>(ali druga oblika nepravilnega glagola)</b>
You	
They	

### Vprašalna oblika

	I		
	You		
<b>Did</b>	She, he, it	work	hard?
	We	<b>(ali prva oblika nepravilnega glagola)</b>	
	You		
	They		

### Nikalna oblika

I	
You	
She, he, it	<b>didn't</b> work hard. končnica ED odpade.
We	<b>(ali prva oblika nepr. gl.)</b>
You	
They	

### Uporaba:

1. Past simple tense izraža neko dogajanje, ki se je zgodilo v določenem času v preteklosti in je zdaj končano.  
e.g. I read a book yesterday. At the time, he had a poorly paid job in the local shop.
2. Past simple uporabljamo pri pripovedovanju zgodb.  
e.g. There was once a man who lived in a small house in the country. One day he left his house and went....
4. Pri navadah:  
My Dad smoked for most of his life.

### Izrazi, ki jih pogosto uporabljamo s tem časom:

last year, last month, two years ago, yesterday, yesterday morning, in 1954, in summer, when i was young, from ... to.

### Kako tvorimo glagole v preteklem času?

1. osnovni obliki glagola dodamo končnico – **ed**  
WORK – WORK + **ED**
2. če se glagol konča na **e**, dodamo samo **-d**  
BAKE – BAKE + **D** LIKE – LIKE + **D**
3. soglasnik se podvoji pri kratkih glagolih:  
STOP – **STOPPED**
4. Pri glagolih, ki se končajo z soglasnikom in **y**, se **y** spremeni v **i**, nato dodamo **-ed**.  
CARRY - **CARRIED**

Pomožni glagoli so: didn't ali did not.

## PAST TENSE CONTINUOUS

<u>Trdilna oblika</u>	<u>Vprašalna oblika</u>	<u>Nikalna oblika</u>
I <b>was</b>	<b>Was</b> I	I <b>wasn't</b>
You        were	Were    you	You                weren't
She, he, it <b>was</b> <b>going</b> home.	<b>Was</b> she, he, it <b>going</b> home?	She, he, it <b>wasn't</b> <b>going</b> home.
You                were	Were    we	You        weren't
We                were	Were    you	We                weren't
They              were	Were    they	They              weren't

### Uporaba:

Kot pri drugih continuous časih je tudi tukaj ideja pomembno trajanje neke dejavnosti oz. aktivnosti čez neko časovno obdobje. Tu gre za nedovršeno dejanje (brala sem)

1. Izraža neko aktivnost, ki se je dogajala v določenem času v preteklosti.

e.g. What were you doing at 8 o'clock last night? I was watching TV.

e.g. I was watching television when the phone rang.

2. Uporabljamo ga za opisovanje

e.g. This morning was really beautiful. The sun was shining, the birds were singing and everybody in the streets were smiling....

3. Ko gre za dvoje dejanj katera se dogajata hkrati, ali pa ko je eno zmoteno z drugo.

e.g. When we arrived, she was making coffee.

I was waiting here while you were playing football.

1. dejanje (cont.)

2. dejanje (cont.)

What were you doing when the murder took place?

1. dej. (continuous)

2. dejanje (simple)

4. Izraža lahko tudi nedokončanost, ko ga primerjamo z Past Simple

e.g. I read a book yesterday (and finished it).

I was reading a book yesterday (and I'll finish it today).

5. Izraža tudi navado katera se ne odvija več (samo pri uporabi USED TO):

When I was a child. I used to play in the park.

Prislovi:

while, just as, at the same time as, when

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BAKE – BAKE + **D**    LIKE – LIKE + **D**

3. soglasnik se podvoji pri kratkih glagolih:

STOP – **STOPPED**

4. Pri glagolih, ki se končajo z soglasnikom in y, se **y** spremeni v **i**, nato dodamo **-ed**.

CARRY - **CARRIED**

## PAST PERFECT TENSE SIMPLE

### Trdilna oblika

I	
You	
She, he, it	<b>had gone</b> home. 3. oblika nepravilnih glagolov
We	<b>(ali -ed pri pravilnih glagolih)</b>
You	
They	

### Vprašalna oblika

I	
You	
<b>Had</b> She, he, it	<b>gone</b> home? 3. oblika nepravilnih glagolov
We	<b>(ali -ed pri pravilnih glagolih)</b>
You	
They	

### Nikalna oblika

I	
You	
She, he, it	<b>hadn't (had not) gone</b> home. 3. oblika nepravilnih glagolov
We	<b>(ali -ed pri pravilnih glagolih)</b>
You	
They	

### Uporaba:

1. Past perfect tense uporabljamo za izražanje nekega dejanja, ki se je zgodilo pred nekim drugim preteklim dejanjem.  
e.g. I arrived at the party. When I arrived at the party, Tom had already gone home.

She had left the house before i arrived.

Zgodnejše dejanje je Past Perfect, kasnejše pa je Past Simple.

Before she had signed the document, the police rushed trough the door.

As soon as he had seen the policeman, he began to get nervous.

I had known the answer before she told me.

Prislovi:

after, before, as soon as, when

## PAST PERFECT CONTINUOUS

### Trdilna oblika

I  
You  
She, he, it      **had been standing** + še ena informacija (there all morning)  
We                      **ali 3. oblika pri nepravilnih glagolih**  
You  
They

### Vprašalna oblika

I  
You  
She, he, it      **been standing** + še ena informacija (there all morning)  
Had We                      **ali 3. oblika pri nepravilnih glagolih**  
You  
They

### Nikalna oblika

I  
You  
She, he, it      **had not (hadn`t) been standing** + še ena informacija (there all morning)  
We                      **ali 3. oblika pri nepravilnih glagolih**  
You  
They

Uporaba:

1. ko gre za dvoje dejanj v preteklosti ko se prvo nadaljuje čeprav se je drugo začelo.  
How long **had** you **been standing** in front of the bank when you heard the alarm bell?  
I **had been standing** there for about five minutes when I **heard** the alarm bell.

Večinoma lahko uporabljamo tudi v takih primerih Past Perfect namesto Past perfect Continuous.

## PRESENT PERFECT TENSE SIMPLE

### Trdilna oblika

I have (I've)  
You have (you've)  
He **has** (he's)  
She **has** work + **ed (ali 3. obl. gl.)** a lot.  
It **has**  
We have  
You have  
They have

### Vprašalna oblika

Have I  
Have you  
**Has** he, she, it work + **ed (ali 3. obl. gl.)** a lot?  
Have we  
Have you  
Have they

### Nikalna oblika

I have not (haven't)  
You have not "  
He, she, it **has** not (hasn't) work + **ed (ali 3. obl. g.)** a lot.  
We have not (haven't)  
You have not "  
They have not "

Be – have been  
I have – I've  
He has – he's

### Uporaba:

1. izraža dejanje, ki se je zgodilo v nedoločenem preteklem obdobju. New vemo natančno kdaj, je pa že končano.  
e.g. She has read that book. I have read the book.

2. dejanje katerega posledice lahko segajo v sedanjost  
e.g. Who has closed the window? She has lost her key. (sedaj ga nima).

3. Tudi nedokončano dejanje, ki se je začelo v preteklosti in se še nadaljuje. Pri tem si pomagamo s časovnima prislovoma `since` in `for`. Since izraža od kdaj neko dejanje traja, for pa koliko časa dejanje traja.  
e.g. I have been here since May. We have known each other for seven years.

6. izkušnja iz preteklosti  
e.g. Have you ever been to Africa?

S Present Perfect Tense simple pogosto uporabljamo naslednje časovne prislove:  
often, rarely, sometimes, ever, yet, not yet, once, several times, never, ever, just, already, for, lately...

**Razlika med present perfect in past simple je, da se je dejanje, ki ga opisuje present perfect, zgodilo nedavno, v nedoločeni preteklosti in je povezano s sedanjostjo, dejanje, ki ga opisuje past simple, pa se je zgodilo in zaključilo v preteklosti, torej ni povezano s sedanjostjo.**



## PRESENT PERFECT CONTINUOUS

### Trdilna oblika

I have  
You have  
He has  
She has been **working** + kdaj (since yesterday, for ten hours)  
It has  
We have  
You have  
They have

### Vprašalna oblika

Have I  
Have You  
Has He  
Has She been **working**  
Has It  
Have We  
Have You  
Have They\_

### Nikalna oblika

I have  
You have  
He has  
She has not been (hasn't been) **working**  
It has  
We have  
You have  
They\_have

## FUTURE TENSE SIMPLE (WILL)

### Trdilna oblika

I will (I'll)  
You will  
He will (he'll)  
She will work tomorrow.  
It will (ali 1. obl. nepr. gl.)  
We will  
You will  
They will

### Vprašalna oblika

Will I  
Will you  
Will he  
Will she work tomorrow.  
Will it (ali 1. obl. nepr. gl.)  
Will we  
Will you  
Will they

### Nikalna oblika

I will not (won't)  
You will not  
He will not (won't)  
She will not work tomorrow.  
It will not (ali 1. obl. gl.)  
We will not  
You will not      They will not

### Uporaba:

- izražamo čisto prihodnost

1. predvsem nekaj na kar ne moremo vplivati

e.g. Tomorrow will be Sunday.

2. kadar se za neko prihodnje dejanje v trenutku odločimo

e.g. A: I have to go to the shop.

B: I will go with you!

3. ter za izražanje dejanj, ki se bodo v prihodnosti bržkone zgodila, ne da bi za to karkoli naredili.

e.g. I think the weather will get better.



## OBLIKA GOING TO + INFINITIVE

### Trdilna oblika

I am  
You are  
He is  
She is **going to + work** on Saturday.  
It is **(ali 1. obl. nepr. gl.)**  
We are  
You are  
They are

### Vprašalna oblika

Am I  
Are you  
Is he  
Is she **going to + work** on Saturday.  
Is it **(ali 1. obl. nepr. gl.)**  
Are we  
Are you  
Are they

### Nikalna oblika

I am not (I`m not)  
You are not (you aren`t)  
He is not ( he isn`t)  
She is not **going to + work** on Saturday.  
It is not **(ali 1. obl. nepr. gl.)**  
We are not  
You are not  
They are not

### Uporaba:

1. za izražanje prihodnosti, kadar nekaj nameravamo storiti, kadar gre torej za premišljeno dejanje ali za namero v bližnji prihodnosti in se bo dejanje skoraj zagotovo zgodilo.  
e.g. Jane says they are going to buy a new flat next year.

## **PRESENT TENSE CONTINUOUS AND PRESENT TENSE SIMPLE FOR FUTURE**

**Present tense continuous** skupaj s časovnimi prislovi izraža dejanje, ki se bo v prihodnosti zagotovo zgodilo, saj smo napravili vse, da bo res tako.

Dejanje je preiščljeno in dogovorjeno.

e.g. I`m meeting my business partner at three p.m. tomorrow.

**Present tense simple** skupaj s časovnimi prislovi za prihodnost izraža:

- dejanje, ki ga načrtujemo za prihodnost:

e.g. John leaves on Sunday.

- dejanje, na katero ne moremo vplivati ali ga spremeniti

e.g. Tomorrow is Friday.

- v pogojnih stavkih izraža pogoj v prihodnosti:

e.g. If it rains tomorrow, we`ll stay at home.

### **STATE VERBS**

Poznamo 5 skupin t.i. `state verbs`, ki jih skoraj nikoli ne uporabljamo v Present Continuous.

#### 1. Glagoli, ki označujejo miselna dogajanja

Believe, forget, guess, mean, know, understand

#### 2. Glagoli, ki označujejo čutna zaznavanja

Feel, hear, see, smell, taste, touch

#### 3. Glagoli, ki izražajo čustva

Hate, love, wish, want, adore

#### 4. Nekateri drugi glagoli

Have, own, belong, need, contain, depend

Nekatere od teh glagolov lahko uporabimo v Present Continuous, vendar se spremeni pomen.

#### **1. THINK**

to think – to have an opinion

What do you think of classical music? I think it`s boring.

to think – to have in one`s thoughts

You aren`t listening to me. What are you thinking about?

## **2. HAVE**

to have – possess

I have black hair.

to have + noun – activity

John`s having a bath.

## **3. SEE and LOOK AT** **- HEAR and LISTEN TO**

SEE in HEAR ne moremo uporabiti v continuousu, look at in listen to pa lahko.

She`s looking at my holiday photographs.

Don`t turn the music off. I`m listening to it.

### **WORD ORDER**

**SUBJECT** (osebek) – **VERB (PREDICATE)** (povedek) – **OBJECT (IO, DO)** (predmet)

**IO** – Indirect object (who?)

**DO** – direct object (what?)

I                      like                      swimming.

Most **ADVERBS** (prislov) follow the verb and the object if there is one.

If we have several **ADVERBS** the usual order is:

**MANNER** (način) (how?)    **PLACE** (kde?) (where?)    **TIME** (kaj?) (when?)

### **WORD FORMATION**

**1.ADJECTIVES** (pridevnik) (kakšen, kateri, čigav?)

We form adjectives from nouns, verbs with adding **SUFFIXES** (pripona):

- able, - ible, -al, -an, -ed, -en, -ful, -less, -some, -ons, -ly, ....

We add **PREFIXES** (predpona) to adjectives:

un-, dis-, mis-, over-, anti-, co-, pro-, semi-, ....

e.g. occasional, cowardly, international, ....

**2. NOUNS** (samostalniki)

We form nouns with help of **SUFFIXES**:

-ment, -ation, -ance, ....

e.g. impeachment, starvation, ...

**PRIMERI:**

**VERB** (glagol)

to behave  
to arrange  
MEET  
ADVISE  
to discuss  
FEEL  
DEAL  
to accept  
TIP  
to admire

**NOUN** (samostalnik)

BEHAVIOUR  
ARRANGEMENT  
meeting  
advice  
DISCUSSION  
feeling  
dealing  
ACCEPTANCE  
a tip  
ADMIRATION

**NOUN**

FOREIGNER  
SHOCK  
heights  
respect  
DIFFICULTY  
RESERVE  
stranger  
OFFENCE

**ADJECTIVE** (pridevnik)

foreign  
shocked  
HIGH  
RESPECTFUL  
difficult  
reserved  
STRANGE  
offensive

**NOUN** (samostalnik) **ADJECTIVE** (pridevnik) **VERB** (glagol)

CREATION	creative	to create
base	BASIC	to base
CONCLUSION	conclusive	to conclude

**NOUN**

agreement  
invention  
complaint  
DISCOVERY  
PREPARATION

**VERB**

TO AGREE  
TO INVENT  
TO COMPLAIN  
to discover  
to prepare

**NOUN**

fame  
THEORY  
TRADITION  
possibility

**ADJECTIVE**

FAMOUS  
theoretical  
traditional  
POSSIBLE

## **MODALS AND OTHER VERBS:**

### **WILL**

#### 1. Izraža željo ali namen

e.g. I will go to town tomorrow.

#### 2. Možnost ali domnevo

e.g. Your name is Mackenzie. You'll be a scotsman then.

(če bi tukaj uporabili WOULD,  
bi nakazali manjšo možnost)

#### 3. Navado ali ponavljanje

e.g. Jane will listen to records for hours.

#### 4. Vljudnostna vprašanja, prošnje ali vabilo. V tem primeru je WILL za spoznanje manj vljuden od WOULD.

e.g. Will you come to dinner tomorrow.

### **OUGHT TO**

(bolj formalno)

#### 1. Izraža dolžnost ali obveznost. Z razliko od MUST izražata OUGHT TO in SHOULD dolžnost ali obveznost, ki se ji je mogoče izogniti.

e.g. Men must do the military service.

You ought to visit her.

#### 2. Izraža obveznost, v preteklosti, ki je nismo izpolnili.

e.g. Chris ought to have applied for that job.

### **WOULD**

#### 1. Izraža možnost ali domnevo:

E.G. Would your name be Sally?

#### 2. Ponavljanje ali navado:

e.g. She would sit there for hours and read.

#### 3. Vljudno vprašanje ali prošnja:

e.g. Would you close the door for me, please?

### **MUST**

Ima samo eno obliko. V drugih časih ga nadomešča glagol HAVE TO

#### 1. izraža obveznost (obligation)

e.g. You must listen to your teacher.

#### 2. MUST NOT izraža prepoved (prohibition)

DON'T HAVE TO pa nekaj, česar ti ni treba storiti.

e.g. You musn't smoke so much.

You don't have to hurry.

#### 3. Izraža domnevo:

e.g. You must be tired.

#### 4. Izraža domnevo v preteklosti:

e.g. He didn't come to work yesterday, he must have been ill.

## **SHOULD**

### 1. Izraža obveznost za sedanjost:

e.g. You should study more.

### 2. Izraža obveznost za preteklost, ki ni bila izpolnjena:

e.g. You should have mailed those letters yesterday.

## **SHALL**

### 1. Izraža prepoved:

e.g. You shall not steal.

### 2. Izraža obljubo:

e.g. You shall have some icecream later on.

### SHALL I, SHALL WE – kadar sprašujemo po željah

e.g. Shall I wait for you.

"""""""" - kadar kaj predlagamo:

e.g. Shall we dance?

## **USED TO**

### 1. USED TO največkrat uporabljamo, kadar bi radi povedali, da se je v preteklosti kaj ponavljalo ali večkrat zgodilo, vendar se ne dogaja več.

e.g. She used to live in London, but she lives in Leeds now.

## **NEED**

### Lahko uporabljamo na dva načina:

#### 1. Kot glagol s polnim pomenom (potrebovati, želeli):

e.g. He needs a new book.

#### 2. Kot načinovni glagol ga uporabljamo predvsem v nikalnih in vprašalnih stavkih:

e.g. Need you go so soon?

You needn't have gone home so early!

#### 3. V preteklem in prihodnjem času ga lahko nadomestimo s HAVE TO ali MUST:

e.g. Must you go to Zagreb tomorrow?

!!!!!!!!!!!!!!

He doesn't need to be told. – Ni mu treba povedati (ker že ve).

He needn't be told. – Ni mu treba povedati (zamolčimo mu).

He didn't need to be told twice. – Ni mu bilo treba dvakrat reči.

He didn't have been told. – Ne bi mu bilo treba povedati. (pa ste mu)

I needn't have bought it, but I did. – Tega mi ne bi bilo treba kupiti, pa sem vseeno kupil.

I didn't need to buy it, so I didn't. – Tega mi ni bilo treba kupiti, zato nisem kupil.

## DARE

1. Kot načinovni glagol s pomenom "držniti":

e.g. Dare he hit me?

## CAN/COULD

1. Izražata telesno ali duševno sposobnost (znam, morem, ne znam, ne morem).

e.g. I can drive.  
I can't find my book.

2. Izražata dovoljenje

You can smoke here.

3. Uporabljamo ju za vljudnostna vprašanja.

e.g. Can you tell me the time?  
Could you lend me your pen, please? (COULD je vljudnejši)

4. Izražata možnost:

e.g. You can swim in the river, but the water is cold.  
You could swim in the river, I suppose.

## MAY/MIGHT

1. Izražata verjetnost (probability) z rahlim dvomom in negotovostjo. MIGHT izraža večjo negotovost kot MAY.

e.g. She may go to the cinema with you.  
They might buy that house.

2. Z MAY lahko prosimo za dovoljenje (permission)

e.g. May I come in?  
May I use your phone?

3. Lahko izražata možnost (possibility) ali verjetnost v preteklosti

e.g. He may have been in the cinema, but I didn't see him.

V drugih časih nadomeščamo MAY in MIGHT z oblikama: TO BE ALLOWED TO in TO BE PERMITTED TO:

e.g. He wasn't allowed to speak to the prisoners.

## PREPOSITIONS (predlogi)

### 1. IN, ON, AT (PLACE)

**a.)** With cities, towns and villages, we use **at** when we think of a place as a point of journey.

e.g. Our train stops **at** Brighton.

But we use **in** when we think of a place itself.

e.g. He`s got a flat **in** Milan.

**b.)** With buildings, we can often use **at** or **in**.

We normally prefer **at** when we think of the building quite generally as a place where something happens.

e.g. I was **at** the cinema.

But we use **in** when we think of the building itself.

e.g. There are 50 rooms **in** the Queens hotel.

### 2. IN, ON, AT (TIME)

**a.)** **at** 2 o`clock  
**at** noon  
**at** lunchtime

**b.)** **in** the morning  
**in** the evening  
**in** the afternoon

**c.)** **on** Monday  
**on** Friday  
**on** Christmas day

**d.)** **on** Monday morning  
**on** Wednesday evening

**e.)** **on** 4<sup>th</sup> July  
**on** 1<sup>st</sup> January

**f.)** **at** the weekend  
**at** weekends

**at** Christmas  
**at** Easter

**g.)** **in** July  
**in** the summer  
**in** 1983  
**in** the 19<sup>th</sup> century

**h.)** We do not use **at, on** or **in** before **next, last, this, every, all, each, some, any, one.**

We do not use **at, on** or **in** before **tomorrow and yesterday.**

e.g. I`ll see you this evening.  
What are you doing tomorrow evening?

**i.)** We normally leave out **at** when we ask (AT) what time ...?

e.g. What time are you leaving?

## **PUNCTUATION** (postavljanje ločil)

### **1. COMMAS** are used (VEJICE)

- a.)** Za ločitev podrejenega stavka in glavnega stavka.  
e.g. When the trial's over, we shall go.
- b.)** Za ločitev non – defining relative clause od ostalega dela stavka.  
e.g. The judex, who was chosen as arbitrator, was no longer there.
- c.)** Za ločitev nekaterih fraz od ostalega dela stavka.  
e.g. The teacher, getting to his feet, began to ....
- d.)** Za naštevanje  
e.g. Everybody, including Mary, her brother, her grandparents, .....
- e.)** Ko vstavimo besede na začetku, na sredini ali na koncu stavka  
e.g. He, however, didn't agree.

### **2. SEMICOLONS** are used (PODPIČJE)

Podpičje ni tako močno ločilo kot pika. Uporabimo ga med gramatično zaključenimi stavki, sledi mu mala začetnica. Pogosto podpičje najdemo pred **and, but, or**

e.g. The hearing would be over soon; or there might still be evidence followed by speeches on both sides.

Podpičje uporabimo tudi za ločevanje stavkov, ki so tesno povezani v pomenu in bi pika bila prevelik presledek.

e.g. There was a lot of noise in the courtroom; the judge was trying to maintain silence; the jury was restless, the audience was mumuring.

## **COORDINATING CONJUNCTIONS**

(USKLAJENI VEZNIKI)

**not.....but**

**(not)only.....but also**

**either.....or**

**neither.....nor**

**both.....and**

**at once.....and**

**alike.....and**

CORRELATIVES

(sorodni, analogni)

## **ADJECTIVES-** (PRIDEVNIKI)

Adjectives can be used:

### **1. attributively-** (pripisovalno)

e.g. A great number of authoritative writers

### **2. or can form part of nominal predicates** (samostalniški povedek)

e.g. The boy and girls are nice.

We form adjectives with adding suffixes to nouns, verbs and other parts of speech or prefixes to adjectives.

## **COMPOUND ADJECTIVES-** (SESTAVLJENI)

1. made with present participle e.g. (long-lasting)  
- have an active meaning e.g. (less common)

2. made with past participle e.g. (hand-made)  
or adj. ending in -ed e.g. (hard-hearted)  
- have a passive meaning

## TO + INFINITIVE AND INFINITIVE

### TO INFINITIVE

want  
agree  
forget  
hope  
decide  
promise  
offer  
plan  
try  
arrange  
seem ....

#### + to + infinitive

e.g. She agreed to lend him some money.  
He forgot to book the tickets.  
We're planning to go away this weekend.

### INFINITIVE (WITHOUT TO)

a.) We use the infinitive without to after some modal verbs (must, can, should, will,.....)

e.g. I can speak Italian.  
We must go now.

b.) We use the infinitive without to after let`s, why don`t you,.....

e.g. Let`s go to the cinema.  
Why don`t you apply for the job?

c.) let / make + object + infinitive without to ("let – "allow", make ("force" or "cause").

e.g. They let their children stay up late at weekends.  
The film made me cry.

### ADVERBS OF MANNER (NAČINOVNI PRISLOVI)

1. Adverbs of manner say HOW something happens.

e.g. She sings beautifully.

2. We form adverbs of manner by adding –ly to the adjective

e.g. slow – slowly  
easy – easily

**but** good – well  
fast – fast  
hard – hard  
early - early

## **ADVERBS OF PLACE AND TIME**

1. An adverb that says WHERE something happens is an adverb of place

e.g. in the park, here

An adverb that says WHEN something happens is an adverb of definite time

e.g. now, yesterday

## **ADVERBS OF FREQUENCY SAY how often something happens**

e.g. always, normally, hardly ever, once a week,....

## **ADVERBS OF PROBABILITY**

Adverbs of probability say HOW SURE we are about something

e.g. certainly, definitely, obviously, probably,....

## **THE USUAL ORDER OF ADVERBS IS:**

Manner + place + time

e.g. We worked hard at school yesterday.

## **ACTIVE vs. PASSIVE**

Mary cleans this room every day.                      **ACTIVE**

This room is cleaned every day.                      **PASSIVE**

Passive uporabljamo takrat, ko ni pomembno kdo ali kaj je naredil neko stvar.

-  
Tvorimo ga : verb **to be + past participle** \_

### **PRESENT SIMPLE**

#### **Oblika**

Mary cleans this room every day.                      **ACTIVE**

This room **is cleaned** every day.                      **PASSIVE**

AM / IS / ARE                      +                      CLEANED  
(glagol be v present t.)                      (past participle)

### **PRESENT CONTINUOUS**

#### **Oblika**

Mary is cleaning this room at the moment.                      **ACTIVE**

This room is being cleaned at the moment.                      **PASSIVE**

AM / IS / ARE                      BEING                      +                      CLEANED  
(glagol be v present continuous)                      (past participle)

## PAST SIMPLE

### Oblika

Somebody cleaned this room yesterday. ACTIVE

This room was cleaned yesterday. PASSIVE

WAS / WERE + CLEANED  
(glagol be v past simple) (past participle)

## PAST CONTINUOUS

### Oblika

Somebody was cleaning this room when I arrived. ACTIVE

The room was being cleaned when I arrived. PASSIVE

WAS / WERE BEING + CLEANED  
(glagol be v past continuous) (past participle)

## PAST PERFECT

### Oblika

The room looked much better. Somebody had cleaned it. ACTIVE

The room looked much better. It had been cleaned. PASSIVE

HAD BEEN + CLEANED  
(glagol be v past perfect) (past participle)

## THE CONDITIONALS

### THE FIRST CONDITIONAL

If you leave before 10 o'clock, you'll catch the train easily.

### Oblika

CONDITION RESULT  
IF + present simple WILL + base form of verb

### Uporaba:

Prvi pogojnik izraža možni pogoj (a possible condition) in verjeten rezultat (probable result).

Glede na situacijo lahko izraža tudi druge funkcije:

a threat If you do that again, I'll kill you!

a warning Careful! If you touch that, you'll burn yourself!

an offer I'll post the letter if you like.

## NOTE !!!

1. V pogojnem stavku **nikoli ne uporabljamo prihodnjika.**

e.g. If you will leave now, you`ll catch the train. **WRONG!!!!**

## 2. Alternativne oblike

If lahko nadomestimo z UNLESS ali IN CASE

e.g. Unless I hear from you, I`ll come at 8 o`clock.  
I`ll take my umbrella in case it rains.

UNLESS = IF NOT

IN CASE = IF BY ANY CHANCE

## 3. WILL lahko nadomestimo s kakšnim drugim modalnim glagolom:

e.g. If you find my money.....

I can buy you an ice-cream.  
you should give it back to me.  
you must tell me immediately.

## 4. WILL lahko nadomestimo z imperativom:

e.g. If you like good food, eat at Browns restaurant.

## 5. WILL lahko nadomestimo z drugim prihodnjikom:

e.g. If it doesn`t rain, I`m going to play tennis.

## THE SECOND CONDITIONAL

If I had enough money, I`d eat in restaurants all the time.

### Oblika

CONDITION	RESULT
IF + past simple	WOULD + base form of verb

### Uporaba:

Drugi pogojnik izraža hipotetični pogoj in verjeten rezultat.

1. Ta pogoj je le hipotetičen, ker oseba ve, da je to, kar bo dejala, zelo malo verjetno, nemogoče ali v nasprotju z dejstvi.

e.g. I`d lend Peter the money, if he needed it.  
(improbable – I know he has enough)

If I were a bird, I`d fly to you.  
(impossible – I`m not a bird)

2. Pogoj je možen v teoriji, ampak je zelo malo verjeten.

e.g. If I were the president of my country, I`d abolish taxation.

3. Pogoji lahko predstavljajo tudi nemogoča špekulacija.

e.g. If we could travel in time, I'd go back to the Roman era.

4. Drugi pogojniki lahko izražajo tudi nasvet.

e.g. If I were you, I'd have a rest.

You'd get on with people better if you were more polite.

### **NOTE!!!**

#### 1. Za IF se WAS včasih spremeni v WERE

e.g. If I were you, I'd.....

If he were cleverer, he'd.....

#### 2. Alternativne oblike

1. If not lahko nadomestimo z UNLESS

e.g. I wouldn't do it unless I knew you.

2. Would lahko nadomestimo z drugim modalnim glagolom

e.g. If I stopped smoking, I could run faster  
I might have more money

### THE THIRD CONDITIONAL

If I had studied hard I would have passed the exam.

#### Oblika

CONDITION

IF + past perfect

RESULT

WOULD HAVE + past participle

#### Uporaba:

1. Tretji pogojniki uporabljamo za izražanje nerealnih preteklih situacij.

e.g. If the weather had been nice yesterday I would have gone to the beach.

2. Namesto would lahko v glavnem stavku uporabimo tudi modalna glagola might ali could.

e.g. If you had taken the exam, you might have passed it.

### THE GENERAL CONDITIONAL

e.g. If you heat ice, it melts.

Flowers die if you don't water them.

#### Oblika

IF + present simple, - PRESENT SIMPLE

#### Uporaba:

Splošni pogojniki izražajo pogoje, ki so vedno resnični in z avtomatičnimi in običajnimi rezultati.

IF pomeni WHEN or WHENEVER

### **RELATIVE CLAUSES**

## 1. DEFINING RELATIVE CLAUSE

e.g. The man who has just phoned refused to tell me his name.

relative clause

A clause is a part of the sentence and it tells us which person or thing the speaker means. We cannot leave the relative clause out because the sentence would have no meaning. **There are no commas in a defining relative sentence!!!**

## 2. NON – DEFINING RELATIVE CLAUSE

e.g. Tom`s father,who is 78, goes swimming every day.

relative clause

A relative clause does not tell us which person or thing the speaker means. We already know. It gives us extra information and **it is put between commas.**

## RELATIVE PRONOUNS (OZIRALNI ZAIMKI)

### 1. WHO

- se nanaša na osebe
- lahko se nanaša tudi na živali, kadar imajo le-te ime

### 2. WHOM

- Se nanaša le na osebe
- Uporabljamo ga v uradnem jeziku

### 3. THAT

- uporabljamo le v defining relative clauses
- predenj nikoli ne postavljamo vejice in predlogov
- uporabljamo za stvari
- lahko uporabljamo tudi za osebe

### 4. WHICH

- nanaša se na stvari in živali
- vendar je that bolj primeren za uporabo kot which

### 5. WHOSE

- Nadomesti zaimke – his, her, their

## REPORTED SPEECH

Kadar direktni govor spreminjamo v indirektni govor in je uvodna beseda v present, present perfect ali v future tense, ni potrebna sprememba.

e.g. She says, 'This lady here is not my sister.'  
She says (that) this lady here is not her sister.

1. Kadar je uvodna beseda v past tense se glagol spremeni:

DIREKTNI GOVOR	INDIREKTNI GOVOR
present	past
present perfect	past perfect
past	past perfect
future	past future

2. Spremembe:

today	that day
yesterday	the day before
tomorrow	the next day, the following day
next week	the following week
last week	the previous week
here	there
this	that
these	those

3. Ko direktni govor spremenimo v indirektni se vprašalna oblika glagola spremeni v **trdilno obliko**.

e.g. The lawyer asked, 'Where does she live now?'  
The lawyer asked where she lived.

4. Če se vprašanje v direktnem govoru začne z vprašalnico (when, who, why,...) se vprašalnica v direktnem govoru **ponovi**.

e.g. He asked, 'When did she leave?'  
He asked when she had left.

5. Če ni vprašalnice, postavimo v indirektno vprašanje **za glavnim glagolom IF ali WHETHER**.

e.g. He asked, 'Is this your sister?'  
He asked if that is his sister.

6. Velelnik se spremeni v nedoločnik ne glede na čas uvodne besede.

The lawyer reminds him, 'Tell the truth!' The lawyer reminds him to tell the truth.  
The judge warned him, 'Don't appear in this court again!'  
The judge warned him not to appear in that court again.

## GERUND AND PARTICIPLES

### GERUND

a. Gerund can function as a **noun**.

e.g. Playing tennis isn't very expensive.

b. Gerund can also function as **verb** in noun clauses.

e.g. Choosing another lawyer would be the best thing to do.

## PARTICIPLES

a. participle can function as verbal **adjective**

e.g. He wants to talk about changing morality.

b. Participle can also operate as a **verb** in non-finite clause.

e.g. Then I went and saw my client who is in custody awaiting trial.

Basically, there are only two participles, **the present participle** and **the past participle**.

e.g. Choosing his words carefully, he is trying to convince the jury.

**(present participle)**

e.g. Discussed after the trial, the fact is not as important as it seemed to be.

**(past participle)**

## CLAUSES OF REASON OR CAUSE

Najpogosteje se začinjajo z BECAUSE, AS, SINCE.

e.g. I study law because I am interested in it.

AS/SINCE I am interested in law, I study it.

Razlika:

Prvi primer, kjer je stavek na koncu, poudarja pomen podrejenega stavka.

Drugi primer, kjer stavek pride na prvo mesto, je poudarek na glavnem stavku.