



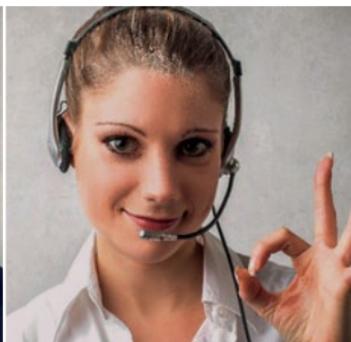
Daniele Novara

in **ENGLISH!** please

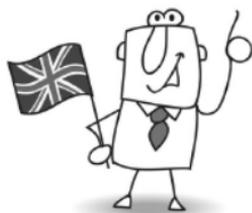
**Schemes of all grammatical parts
Examples, exceptions, exercises
Exams preparation**

A1-B2 LEVEL

English for travel and work



Daniele Novara



in
ENGLISH!
please

editris



Daniele Novara,
English teacher

In English please!

is a book based on my experience as a language teacher, in various educational areas, from schools, exams preparation, businesses, to private courses.

In English please!

è un libro basato sulla mia esperienza di docente di lingue in vari ambiti formativi, dalla scuola alla preparazione per esami, dalle aziende ai corsi privati.

*Desidero ringraziare
Alessandra Giroto,
che con grande pazienza
e competenza ha collaborato
alla revisione delle bozze.*

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The book presents a complete course of English grammar, examples, exceptions, tenses summary and, at the end of each section, 'now it's your turn', where you can put into practice the topic just explained. You will find the explanation in Italian of some grammar rules and translation of sentences or words used in the examples.

The section related to the preparation for exams contains explanations about how to write letters, emails (PET), essays (FCE) and graphs (IELTS).

In addition, you will find a useful scheme about how to write a resume and a cover letter.

Il volume presenta un corso completo di grammatica inglese, esempi, eccezioni, riassunti dei vari tempi verbali e, alla fine di ogni sezione, 'ora è il tuo turno', dove potrai mettere in pratica l'argomento appena trattato. Troverai la spiegazione in italiano di alcune regole grammaticali e la traduzione delle frasi o delle parole utilizzate negli esempi.

La sezione dedicata alla preparazione per gli esami contiene la spiegazione per scrivere lettere e email (PET), saggi (FCE), grafici (IELTS).

Troverai in più uno schema utile per impostare il Curriculum vitae e la lettera di presentazione.

Start your
English experience



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→ verb **to BE**

verbo essere

Verb **to BE** is one of the most common verbs in the English language.

FULL form is used for FORMAL language and **SHORT** form is used for INFORMAL language.

PRESENT				
POSITIVE		NEGATIVE		INTERROGATIVE
FULL	SHORT	FULL	SHORT	
I am	I'm	I am not	I'm not	Am I?
You are	You're	You are not	You aren't	Are you?
He is	He's	He is not	He isn't	Is he?
She is	She's	She is not	She isn't	Is she?
It is	It's	It is not	It isn't	Is it?
We are	We're	We are not	We aren't	Are we?
You are	You're	You are not	You aren't	Are you?
They are	They're	They are not	They aren't	Are they?

examples

POSITIVE

I am at school.
You are at school.

NEGATIVE

I am not at school.
You are not at school.

INTERROGATIVE

Are you at school?
Yes, I am. [SHORT ANSWER, POSITIVE]
No, I'm not. [SHORT ANSWER, NEGATIVE]
Are you studying?
[SEE PRESENT CONTINUOUS, P. 46]



PAST

POSITIVE	NEGATIVE		INTERROGATIVE
	FULL	SHORT	
I was	I was not	I wasn't	Was I?
You were	You were not	You weren't	Were you?
He was	He was not	He wasn't	Was he?
She was	She was not	She wasn't	Was she?
It was	It was not	It wasn't	Was it?
We were	We were not	We weren't	Were we?
You were	You were not	You weren't	Were you?
They were	They were not	They weren't	Were they?

examples

POSITIVE

I was at school.
You were at school.

NEGATIVE

I wasn't at school.
You weren't at school.

INTERROGATIVE

Were you at school?
Yes, I was. [SHORT ANSWER, POSITIVE]
No, I wasn't. [SHORT ANSWER, NEGATIVE]
Were they studying?
[SEE PAST CONTINUOUS, P. 51]



QUESTION TAGS

In English to say **è vero, non è vero**, you use these types of questions, at the end of the sentence:

- You are at home, aren't you?
Sei a casa, non è vero?
- You aren't at home, are you?
Non sei a casa, vero?

PERSONAL PRONOUNS POSSESSIVE PRONOUNS and ADJECTIVES

PERSONAL PRONOUNS		POSSESSIVE PRONOUNS	POSSESSIVE ADJECTIVES
SUBJECT	OBJECT		
I	Me	mine	my
You	You	yours	your
He	Him	his	his
She	Her	hers	her
It	It	its	its
We	Us	ours	our
You	You	yours	your
They	Them	theirs	their

examples

This is not mine, it's yours.

Questo non è mio, è tuo.

I like pasta with sauce, but I don't like the meat sauce my mum cooks.

Mi piace la pasta al sugo, ma non mi piace il sugo di carne che cucina mia mamma.

I'm a student at the Faculty of Languages of Turin.

Sono uno studente alla Facoltà di Lingue di Torino.



NOT

I tell him to go home.

I tell to him...

Give him this book.

Give to him...

Bring them this mobile phone.

Bring to them...

Ask me.

Ask to me.

Ask it to me.

Ask it me.

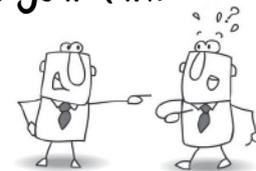
You have to say the other person before you.

Bob and **I (subject)** play football.

Who plays football?

Bob and me (**object**).

Now,
it's your turn

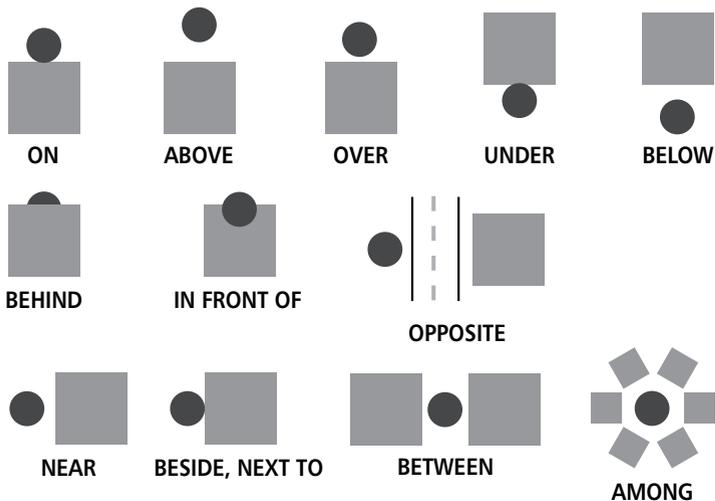


Put a POSSESSIVE
or a PERSONAL PRONOUN
in each of these sentences

- Whose is this book ? It's
- Is this Mary's jacket ? Yes, it's
- Is this Bob's coat? Yes, it's
- Are these Emily's pens? Yes, they're
- I must talk to Bob I want to give this diary.
- Is that your pencilcase? Yes, it's
- Is Alice and Patrick's house? Yes, it's
- Is there your mum? I need to talk to
- Are those Donna's skirts? Yes, they're
- Is it yours? Yes, it's

PREPOSITIONS OF SPACE

The most common prepositions of space are:



examples

The ball is **on** the table. *Su* [WITH CONTACT]

The picture is **above** the fireplace.

Sopra [WITHOUT CONTACT]

The cat is **under** the bed. *Sotto* [WITH CONTACT]

See the picture **below**. *Sotto* [WITHOUT CONTACT]

The dog is **behind** the wall. *Dietro*

The child is **next to** the wall. *Accanto*

The child is **near** the window. *Vicino*

The ball is **between** the chair and the table. [TRA 2 COSE]

The ball is **among** the books.

The school is **in front** of the church. *Davanti*

The school is **opposite** the church. *Dall'altro lato*

The supermarket is in the **nearby**. *Nelle vicinanze*



PREPOSITIONS OF TIME

IN is used with parts of the day, seasons, months, years.

[SEE PP. 126-127]

ON is used with week days, specific days, complete date.

AT is used with specific periods, night, hour.

examples

IN In the morning.

In winter.

In February.

in 1989.

ON On Sunday.

On Monday afternoon.

On my birthday.

On 25 December.

I was born on 1 May 1995.

On the weekend (USA).

AT At bedtime.

At night.

At 8:00 pm.

At the weekend (UK).



→ COMPARATIVES and SUPERLATIVES

Comparatives are used to make comparisons of: majority, minority and equality.

To make a comparative and a superlative of majority you have to distinguish between **monosyllabic** and **plurisyllabic** adjectives.

	adjective	comparative	superlative
ONE syllable	fast young	ER faster younger	EST the fastest the youngest
ONE syllable ending in E	nice late	R nicer later	ST the nicest the latest
ONE syllable Consonant + short Vowel + Consonant	big hot	Double the last consonant and add ER bigger hotter	EST the biggest the hottest
TWO syllables ending in Y	happy crazy	Remove Y and add IER happier crazier	IEST the happiest the craziest
TWO or more syllables	famous beautiful	MORE + adj more famous more beautiful	THE MOST + adj the most famous the most beautiful

▲ EXCEPTIONS

1. Good - better - the best
2. Bad - worse - the worst
3. Far - further* [OR FARTHER] - the furthest [OR FARTHEST]

* Further can be *più lontano* or *ulteriore* / *i*.

- The train station is further than the airport. *La stazione è più lontana dell'aeroporto.*
- For further information write us. *Per ulteriori informazioni ci contatti.*

MAJORITY *maggioranza*

COMPARATIVE + **THAN** [TERMINE DI PARAGONE]

MINORITY *minoranza*

LESS + ADJECTIVE + **THAN**

EQUALITY *uguaglianza*

AS + ADJECTIVE + **AS**

examples

He is **FASTER THAN** her.

Lui è più veloce di lei.

My father is **MORE** famous **THAN** yours.

Mio padre è più famoso del tuo.

He is **LESS** tall **THAN** Bob.

Lui è meno alto di Bob.

He is **AS** fast **AS** her.

Lui è veloce tanto quanto lei.



SUPERLATIVE *superlativo*

THE + SUPERLATIVE

examples

He is **THE FASTEST**.

Lui è il più veloce [di tutti].

He is **THE MOST** famous.

He is **THE LEAST** tall in the classroom.

[IT IS MORE USED TO SAY THE SHORTEST *IL PIÙ BASSO*]



PAST PERFECT

trapassato prossimo

Past perfect is used to express **anteriority in the past**.

POSITIVE

SUBJECT + **HAD ('D)** + PARTICIPLE

NEGATIVE

SUBJECT + **HAD NOT (HADN'T)** + PARTICIPLE

INTERROGATIVE

HAD + SUBJECT + PARTICIPLE ?

examples

I had not talked to her when I saw you.

Had you phoned your mum when I told you that?

No, not yet.

She had not studied yet when you came to visit her.



PAST PERFECT CONTINUOUS

Past perfect continuous is used with the **duration form**.
[SEE P. 58]

POSITIVE

SUBJECT + **HAD ('D)** + **BEEN** + **VERB-ing**

NEGATIVE

SUBJECT + **HAD NOT (HADN'T)** + **BEEN** + **VERB-ing**

INTERROGATIVE

HAD + SUBJECT + **BEEN** + **VERB-ing** ?

examples

She had been working since this morning when he came in.

I had studied/I had been studying for ages to pass the exam.

Had you been watching TV all afternoon?
Yes, I had.



- come upon** Find/meet by chance. *Imbattersi in.*
come up to Match. *Corrispondere a uno standard.*
come up with Produce an idea. *Avere un'idea.*

DO

- do away with** Abolish. *Abolire.*
 Kill. *Uccidere.*
do up Dress up. *Vestirsi bene.*
 Fasten, secure clothing. *Abbottonare un vestito.*
do with Involve. *Avere a che fare con.*
do without Not require. *Far senza/a meno di.*

FALL

- fall apart** Fall into pieces. *Cadere a pezzi.*
fall behind Fail to keep up pace. *Rimanere indietro.*
fall for Be in love with. *Essere innamorato di.*
 Be deceived by. *Cascarsi.*
fall in with Meet by chance. *Imbattersi in.*
 Coincide with. *Coincidere.*
fall off Decrease. *Scendere.*
 Drop from. *Cadere, staccarsi.*
fall out Quarrel. *Litigare.*
fall out with Quarrel with. *Litigare con.*
fall through Fail, miscarry. *Non riuscire, fallire.*
fall to start An activity eagerly. *Lanciarsi in un'attività.*

GET

- get across** Communicate an idea.
Trasmettere, comunicare un'idea.
get along Be on good terms with somebody.
Trovarsi bene con qualcuno.
get away Escape. *Scappare.*
get away with Escape to a punishment.
Sfuggire a una punizione.
get by Manage, cope. *Cavarsela.*
get down to Turn one's attention to sth. *Concentrarsi su.*
get in Enter in a car. *Salire in auto.*
get off Disembark. *Scendere da mezzi di trasporto.*
get on Enter. *Salire su mezzi di trasporto.*
get out Escape. *Scappare.*
get out of Disembark. *Scendere da auto.*
get over Recover. *Guarire.*
get through Pass an ordeal. *Superare una disavventura.*
 Be connected on the phone.
Prendere la linea telefonica.
get to Reach. *Arrivare, raggiungere.*
get up Rise from bed. *Alzarsi dal letto.*

GO

- go against** Be contrary to. *Essere contrario a.*
go along with Take the same view.
Approvare, sostenere.
go away Depart. *Andare via.*

cardinal numbers**ordinal numbers** (FOR THE DATE)**cardinal numbers**

0*	zero
1	one
2	two
3	three
4	four
5	five
6	six
7	seven
8	eight
9	nine
10	ten
11	eleven
12	twelve
13	thirteen
14	fourteen
15	fifteen
16	sixteen
17	seventeen
18	eighteen
19	nineteen
20	twenty
21	twenty-one
22	twenty-two
23	twenty-three
24	twenty-four
25	twenty-five
26	twenty-six
27	twenty-seven
28	twenty-eight
29	twenty-nine
30	thirty

ordinal numbers

1st	first
2nd	second
3rd	third
4th	fourth
5th	fifth
6th	sixth
7th	seventh
8th	eighth
9th	ninth
10th	tenth
11th	eleventh
12th	twelfth
13th	thirteenth
14th	fourteenth
15th	fifteenth
16th	sixteenth
17th	seventeenth
18th	eighteenth
19th	nineteenth
20th	twentieth
21st	twenty-first
22nd	twenty-second
23rd	twenty-third
24th	twenty-fourth
25th	twenty-fifth
26th	twenty-sixth
27th	twenty-seventh
28th	twenty-eighth
29th	twenty-ninth
30th	thirtieth

cardinal numbers

31	thirty-one
40	forty
50	fifty
60	sixty
70	seventy
80	eighty
90	ninety
100	one hundred
500	five hundred
1.000	one thousand
1.000.000	one million
1.000.000.000	one billion

ordinal numbers

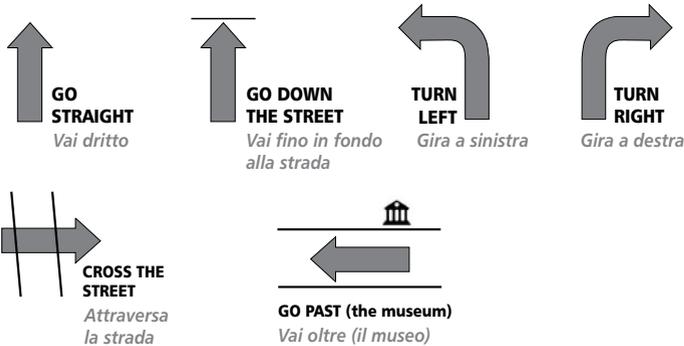
31st	thirty-first
40th	fortieth
50th	fiftieth
60th	sixtieth
70th	seventieth
80th	eightieth
90th	ninetieth
100th	hundredth
500th	five hundredth
1.000th	thousandth
1.000.000	millionth
1.000.000.000th	billionth

* The number 0 is variously expressed as **nought** (in British English) or **zero** (in all forms of English): in the middle of a series of digits, it may also be pronounced "oh".

How to say years

2017	two thousand seventeen or twenty seventeen
2008	two thousand and eight
2001	two thousand and one
1945	nineteen forty-five
1909	nineteen and nine
1900	nineteen hundred
1700	seventeen hundred
1256	twelve fifty-six
1008	a/one thousand and eight
867	eight hundred and sixty-seven
25	twenty-five
3250 BC	thirty two fifty BC
3000 AC	three thousand AC

GIVING DIRECTIONS



VISITING A MUSEUM

You can find here a typical conversation at the museum:

- How much is it to get in? *Quanto si paga per entrare?*
- Is there an admission charge? *L'ingresso è a pagamento?*
Only for the exhibition. *Solo per la mostra.*
- What time do you close? *A che ora chiudete?*
- Can I take photographs? *Posso fare foto?*
- Would you like an audio-guide? *Vuole una audioguida?*
- Are there any guided tours today?
Ci sono delle visite guidate oggi?
- What time does the next guided tour start?
A che ora inizia la prossima visita guidata?
- Where's the cloakroom? *Dov'è il guardaroba?*
- Do you have a plan of the museum?
Avete una mappa del museo?
- How long will it take to see the exhibition?
Quanto ci vorrà per vedere la mostra?

ORDERING AT A PUB or RESTAURANT

You can find here a typical conversation at the restaurant:

- What time does the kitchen close?
A che ora chiude la cucina?
- What would you like to drink? *Cosa vorresti bere?*
- What can I get you? *Cosa le porto?*
- Are you still serving drinks? *Servite ancora da bere?*
- Last orders! *Ultime ordinazioni!* -
il locale sta per chiudere.
- Do you serve food? *Servite da mangiare?*
- Do you have any snacks? *Avete degli snack?*
- Do you have any sandwiches? *Avete dei panini?*
- What sort of sandwiches do you have?
Che tipo di panini avete?
- Do you have any hot food? *Avete dei cibi caldi?*
Today's specials are on the board.
I piatti del giorno sono sulla lavagna.
- Is it table service or self-service?
C'è servizio al tavolo o self service?
- What can I get you? *Cosa le posso portare?*
- Could I see a menu, please?
Posso vedere un menu, per favore?
Eat in or take-away? *Mangia qui o porta via?*
- Do you have any free tables? *Avete dei tavoli liberi?*
- A table for 4, please. *Un tavolo per quattro, per favore.*
- I'd like to make a reservation.
Vorrei fare una prenotazione.

→ FALSE FRIENDS



False friends are English words that can be deceptive (ingannevoli) because they seem similar to Italian ones.

IN ENGLISH	SIGNIFICA	FALSE FRIEND	SI TRADUCE
abstemious	frugale	astemio	teetotal
accident	incidente	accidenti! accidente	damn! shock
actual	effettivo	attuale	present, current
actually	in realtà, effettivamente	attualmente	currently, now, at this moment
addiction	dipendenza, assuefazione	addizione	sum
to advertise	pubblicizzare	avvertire	to warn
advice	consiglio	avviso	warning
affluent	ricco	affluente	tributary, lake
to annoy	infastidire, seccare	annoiare	to bore
argument	discussione, litigio	argomento	topic, subject
to arrange	disporre	arrangiare	to fix up
ass	asino, sciocco, sedere	asso	ace
to assist	aiutare	assistere	attend, witness
to attack	assalire	attaccare	stick, fasten
to attend	assistere, seguire, frequentare	attendere	to wait
attic	soffitta	attico	top floor flat, penthouse
attitude	atteggiamento	attitudine	aptitude, propensity

IN ENGLISH	SIGNIFICA	FALSE FRIEND	SI TRADUCE
audience	pubblico	udienza	hearing
to avert	allontanare, evitare, distogliere	avvertire	to warn
bald	calvo	baldo	courageous
barracks	caserma	baracca	shack, hut
barrister	avvocato	barista	barman
basket	cesto	basket	basketball
bell	campanello	bello	beautiful
box	scatola	box	garage
brave	coraggioso	bravo	good, clever
brine	acqua salata, salamoia	brina	frost
camera	macchina fotografica	camera	room
camping	il campeggiare	camping	camp-site
candid	schietto, sincero	candido	snow white
canteen	mensa, borraccia	cantina	cellar, wine shop
car	automobile	carro	carriage
caramel	tipo di caramella	caramella	candy
cartoon	cartone animato	cartone	cardboard
case	scatoletta, valigetta	case	houses
casino	luogo di gioco d'azzardo	casino	confusion
casual	informale	casuale	chance, coincidental
caution	cautela	cauzione	deposit
cave	caverna, grotta	cava	quarry
code	codice	coda	tail