

## Handout. Parts of Speech

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1HB1, 1HB2, 1HB3

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Welcome to this detailed handout on the **Parts of Speech**. In English grammar, words are categorized into different roles depending on their function and meaning within a sentence. Mastering these building blocks is essential for clear writing and effective communication.

## The 8 Major Parts of Speech

### 1. Noun

**Definition:** A word that functions as the name of a specific object, living being, place, quality, or action.

**Types & Subcategories:** Proper (capitalized, specific names like London), Common (general items like city), Abstract (ideas like freedom), Collective (groups like team).

**Example:** The dog barked loudly at the postman.

### 2. Pronoun

**Definition:** A word used in place of a noun or noun phrase to avoid repetition.

**Types & Subcategories:** Personal (he, they), Possessive (mine, yours), Relative (who, which), Demonstrative (this, those).

**Example:** She gave him the book because it was interesting.

### 3. Verb

**Definition:** A word that expresses an action, an occurrence, or a state of being. Every complete sentence requires a verb.

**Types & Subcategories:** Action verbs (run, write), Linking verbs (is, seem, become), Auxiliary/Helping verbs (have, do, will).

**Example:** They are running a marathon tomorrow.

### 4. Adjective

**Definition:** A word used to modify or describe a noun or pronoun by providing more detail about its qualities, quantity, or state.

**Types & Subcategories:** Descriptive (blue, tall), Quantitative (many, six), Demonstrative (this, that).

**Example:** The lazy cat slept on the warm rug.

## 5. Adverb

**Definition:** A word that modifies a verb, an adjective, or another adverb. It usually answers questions like how, when, where, why, or to what extent.

**Types & Subcategories:** Adverbs of Manner (quickly), Time (yesterday), Place (everywhere), Degree (very).

**Example:** She spoke very softly so she wouldn't wake the baby.

## 6. Preposition

**Definition:** A word placed before a noun or pronoun to show its relationship to some other word in the sentence (often indicating direction, time, or location).

**Types & Subcategories:** Common Examples: in, on, under, through, between, during.

**Example:** The keys are on the kitchen table beside the bowl.

## 7. Conjunction

**Definition:** A word used to connect clauses, sentences, phrases, or words together.

**Types & Subcategories:** Coordinating (FANBOYS: for, and, nor, but, or, yet, so), Subordinating (because, although, if).

**Example:** I wanted to go for a run, but it started raining.

## 8. Interjection

**Definition:** A word or phrase used to express a sudden emotion or exclamation. It is grammatically independent from the rest of the sentence.

**Types & Subcategories:** Common Examples: Ouch!, Wow!, Oh, Hey.

**Example:** Yikes! That movie was terrifying.

## Quick Reference Summary Table

| Part of Speech | Primary Function                       | Common Example Words      |
|----------------|----------------------------------------|---------------------------|
| Noun           | Names a person, place, thing, or idea  | teacher, Paris, happiness |
| Pronoun        | Replaces a noun to avoid repetition    | I, you, they, someone     |
| Verb           | Shows action or state of being         | jump, is, create, have    |
| Adjective      | Describes a noun or pronoun            | bright, heavy, several    |
| Adverb         | Modifies a verb, adjective, or adverb  | swiftly, quite, here      |
| Preposition    | Shows spatial or temporal relationship | above, until, behind      |

| Part of Speech | Primary Function                    | Common Example Words |
|----------------|-------------------------------------|----------------------|
| Conjunction    | Connects words, phrases, or clauses | and, because, unless |
| Interjection   | Expresses sudden emotion            | alas, hurray, oh     |

### Exercise. Read the Article Below and Find the Parts of Speech

#### Business Law Exercise: Identify the Part of Speech on the bold word.

1. The board of directors signed the **binding** agreement this morning.
2. The defendant must **comply** with all regulations outlined in the contract.
3. Intellectual property **theft** can severely damage a corporation's market value.
4. The plaintiff filed a lawsuit after the company breached its **fiduciary** duty.
5. Shareholders voted **unanimously** to approve the proposed merger.
6. A valid contract requires an offer, acceptance, and mutual **consideration**.
7. The legal team reviewed the **liability** clause before finalizing the document.
8. Regulatory authorities will **investigate** the firm for suspected antitrust violations.
9. Employees must sign a **confidentiality** agreement to protect trade secrets.
10. The judge ruled that the patent infringement was done **intentionally**.
11. Commercial **litigation** often requires months of exhaustive document discovery.
12. The startup sought expert legal **counsel** regarding its initial public offering.
13. If either party defaults, the contract becomes **null** and void.
14. The statutory **deadline** for filing the corporate tax return is approaching.
15. Corporations must operate **strictly** within the boundaries of federal and state laws.