

120 Rules of English Grammar - Hindi and English Examples

Twelve exam-focused sections with one concise rule, one common error, one corrected English example and one simple Hindi explanation for every rule.

120 Rules	12 Sections	240 Wrong/right lines	120 Hindi explanations
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Usage note: language changes over time and several forms vary by register. These cards follow conservative formal patterns common in competitive-exam editing questions, while avoiding invented absolutes where standard usage allows context.

How to use this PDF

Read one table, close the page, and reproduce the key terms from memory. Reopen the page only to mark gaps. This is an independent revision aid, not an official publication or a substitute for the controlling text.

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1. Subject-verb agreement

RULE 001	A singular subject normally takes a singular present-tense verb.	
WRONG: The boy play daily.	RIGHT: The boy plays daily.	
एकवचन कर्ता के साथ सामान्यतः एकवचन क्रिया आती है।		
RULE 002	Two subjects joined by 'and' normally take a plural verb.	
WRONG: Rita and Sita is ready.	RIGHT: Rita and Sita are ready.	
'And' से जुड़े दो अलग कर्ताओं के साथ बहुवचन क्रिया आती है।		
RULE 003	When two nouns express one idea or unit, a singular verb may follow.	
WRONG: Bread and butter are my breakfast.	RIGHT: Bread and butter is my breakfast.	
यदि दो शब्द मिलकर एक ही वस्तु या विचार बताते हैं, तो एकवचन क्रिया आ सकती है।		
RULE 004	Each, every, either and neither take a singular verb when used as the subject.	
WRONG: Each of the files are checked.	RIGHT: Each of the files is checked.	
Each, every, either और neither कर्ता हों तो क्रिया एकवचन होती है।		
RULE 005	With either...or and neither...nor, the verb usually agrees with the nearer subject.	
WRONG: Neither the clerk nor the officers is present.	RIGHT: Neither the clerk nor the officers are present.	
Either-or या neither-nor में क्रिया पास वाले कर्ता के अनुसार रखें।		
RULE 006	A phrase beginning with 'as well as', 'along with' or 'together with' does not change the main subject's number.	
WRONG: The captain, along with the players, are waiting.	RIGHT: The captain, along with the players, is waiting.	
As well as या along with वाला भाग मुख्य कर्ता की संख्या नहीं बदलता।		
RULE 007	'A number of' takes a plural verb; 'the number of' takes a singular verb.	
WRONG: The number of applicants are rising.	RIGHT: The number of applicants is rising.	
A number of के साथ बहुवचन, पर the number of के साथ एकवचन क्रिया आती है।		



RULE 008	'Many a' is followed by a singular noun and singular verb.	
WRONG: Many a students have tried.		RIGHT: Many a student has tried.
Many a के बाद एकवचन संज्ञा और एकवचन क्रिया रखें।		

RULE 009	A sum of money, period of time or distance viewed as one unit takes a singular verb.	
WRONG: Ten kilometres are a long walk.		RIGHT: Ten kilometres is a long walk.
राशि, समय या दूरी को एक इकाई मानें तो क्रिया एकवचन होती है।		

RULE 010	The verb after a relative pronoun agrees with its antecedent.	
WRONG: She is one of the students who works hard.		RIGHT: She is one of the students who work hard.
Who या that की क्रिया उस शब्द के अनुसार रखें जिसे वह दर्शाता है।		



2. Tenses and time

RULE 011

Use the simple present for habits, routines and general facts.

WRONG: The sun is rising in the east every day.

RIGHT: The sun rises in the east.

आदत, दिनचर्या और सामान्य सत्य के लिए simple present प्रयोग करें।

RULE 012

Use the present continuous for an action happening now or around now.

WRONG: I write the report right now.

RIGHT: I am writing the report right now.

अभी चल रही क्रिया के लिए am-is-are के साथ verb-ing लगाएं।

RULE 013

Stative verbs such as know, believe, own and understand are not normally used in continuous forms.

WRONG: I am knowing the answer.

RIGHT: I know the answer.

Know, believe, own जैसे स्थिति बताने वाले verbs सामान्यतः continuous में नहीं आते।

RULE 014

Use the present perfect for an unspecified past action connected with the present.

WRONG: I have submitted the form yesterday.

RIGHT: I submitted the form yesterday.

Yesterday जैसे निश्चित बीते समय के साथ simple past रखें, present perfect नहीं।

RULE 015

Use 'since' for a starting point and 'for' for a duration.

WRONG: She has worked here since five years.

RIGHT: She has worked here for five years.

Since आरंभ बिंदु के लिए और for समय अवधि के लिए होता है।

RULE 016

Use the simple past for an action completed at a definite past time.

WRONG: He has joined the office in 2022.

RIGHT: He joined the office in 2022.

निश्चित बीते समय पर पूरी हुई क्रिया के लिए simple past रखें।

RULE 017

Use the past perfect for the earlier of two past actions when the order needs emphasis.

WRONG: The train left before we reached.

RIGHT: The train had left before we reached.

दो बीती घटनाओं में पहले हुई घटना के लिए past perfect उपयोग करें।



RULE 018

In a future time clause after when, until, before or as soon as, use the present form, not 'will'.**WRONG:** I will call when I will arrive.**RIGHT:** I will call when I arrive.

Future time clause में when या until के बाद will नहीं, present form रखें।

RULE 019

Use the future perfect for an action completed before a stated future time.**WRONG:** By Friday, she completes the work.**RIGHT:** By Friday, she will have completed the work.

भविष्य के एक समय से पहले पूरी होने वाली क्रिया के लिए future perfect रखें।

RULE 020

Do not shift tenses without a real change in time or viewpoint.**WRONG:** He opened the file and checks the details.**RIGHT:** He opened the file and checked the details.

एक ही समय की जुड़ी क्रियाओं में tense बिना कारण न बदलें।



3. Articles and determiners

RULE 021	Choose 'a' or 'an' by sound, not by the written first letter.	
WRONG: He is an university student.		RIGHT: He is a university student.
A या an का चुनाव अक्षर से नहीं, शुरुआती ध्वनि से करें।		
RULE 022	Use 'an' before a vowel sound, including a silent h.	
WRONG: It took a hour.		RIGHT: It took an hour.
मौन h होने पर यदि स्वर ध्वनि आए तो an लगाएं।		
RULE 023	Use 'the' for something already identified or unique in the context.	
WRONG: Sun was bright today.		RIGHT: The sun was bright today.
पहचानी या अपने संदर्भ में अनोखी वस्तु के पहले the लगाएं।		
RULE 024	Use 'the' before superlative adjectives.	
WRONG: She is best candidate here.		RIGHT: She is the best candidate here.
Superlative degree के पहले सामान्यतः the आता है।		
RULE 025	Use no article with plural count nouns or uncountable nouns when speaking generally.	
WRONG: The honesty is valuable.		RIGHT: Honesty is valuable.
सामान्य अर्थ में plural या uncountable noun से पहले article नहीं लगता।		
RULE 026	Use 'the + adjective' to refer to a class of people.	
WRONG: Government should support poors.		RIGHT: Government should support the poor.
पूरे वर्ग के लिए the + adjective का प्रयोग करें।		
RULE 027	Use 'the' with rivers, seas, oceans, deserts and mountain ranges.	
WRONG: Ganga flows into Bay of Bengal.		RIGHT: The Ganga flows into the Bay of Bengal.
नदी, समुद्र, महासागर, रेगिस्तान और पर्वत-श्रेणी के साथ the आता है।		
RULE 028	Omit the article before school, bed, prison or hospital when the primary purpose is meant.	
WRONG: The child goes to the school every day.		RIGHT: The child goes to school every day.
संस्था का सामान्य उद्देश्य बताने पर school आदि से पहले article हट सकता है।		



RULE 029

Use 'this/that' with singular nouns and 'these/those' with plural nouns.

WRONG: These kind of errors are common.

RIGHT: This kind of error is common.

This-that एकवचन और these-those बहुवचन के साथ रखें।

RULE 030

Use 'fewer' with countable items and 'less' with uncountable quantity.

WRONG: There are less vacancies this year.

RIGHT: There are fewer vacancies this year.

गिनने योग्य वस्तुओं के लिए fewer और मात्रा के लिए less रखें।



4. Nouns and pronouns

RULE 031	A countable singular noun normally needs a determiner.	
WRONG: Candidate submitted form.		RIGHT: The candidate submitted the form.
गिनने योग्य एकवचन संज्ञा के साथ सामान्यतः determiner चाहिए।		
RULE 032	Uncountable nouns such as information, advice and furniture do not normally take a plural -s.	
WRONG: I need two informations.		RIGHT: I need two pieces of information.
Information, advice और furniture जैसे nouns का सामान्य plural नहीं बनता।		
RULE 033	Use apostrophe-s for singular possession and an apostrophe after a regular plural ending in s.	
WRONG: The girls hostel is nearby.		RIGHT: The girls' hostel is nearby.
बहुवचन s पर समाप्त हो तो possession के लिए s के बाद apostrophe लगाएं।		
RULE 034	Use subject pronouns as subjects and object pronouns as objects.	
WRONG: Me and Ravi applied.		RIGHT: Ravi and I applied.
कर्ता के रूप में I-he-she-we-they और कर्म के रूप में me-him-her-us-them रखें।		
RULE 035	After a preposition, use the object form of a pronoun.	
WRONG: This is between you and I.		RIGHT: This is between you and me.
Preposition के बाद pronoun का object form आता है।		
RULE 036	Use a reflexive pronoun when subject and object refer to the same person.	
WRONG: She blamed her for the mistake.		RIGHT: She blamed herself for the mistake.
कर्ता और कर्म एक ही व्यक्ति हों तो reflexive pronoun प्रयोग करें।		
RULE 037	Do not use a reflexive pronoun merely to sound formal.	
WRONG: Myself will contact you.		RIGHT: I will contact you.
Myself को I की जगह अकेले कर्ता के रूप में न रखें।		



RULE 038	Use 'who' for a subject and 'whom' for an object in formal test grammar.	
WRONG: Whom completed the task?		RIGHT: Who completed the task?
Who कर्ता के लिए और whom कर्म के लिए होता है।		

RULE 039	Make the pronoun's antecedent clear.	
WRONG: When Rina met Sita, she was worried.		RIGHT: Rina was worried when she met Sita.
Pronoun किस संज्ञा को दर्शाता है, यह स्पष्ट रखें।		

RULE 040	Use the same person consistently in a sentence or instruction.	
WRONG: One should check your admit card.		RIGHT: One should check one's admit card.
One से वाक्य शुरू हो तो आगे भी उसी व्यक्ति-रूप को बनाए रखें।		



5. Adjectives, adverbs and comparison

RULE 041	An adjective modifies a noun or pronoun.	
WRONG: She is a carefully officer.	RIGHT: She is a careful officer.	
Noun की विशेषता बताने के लिए adjective प्रयोग करें।		
RULE 042	Use an adjective, not an adverb, after a linking verb describing the subject.	
WRONG: The soup tastes well.	RIGHT: The soup tastes good.	
Linking verb के बाद subject की अवस्था के लिए adjective रखें।		
RULE 043	Use an adverb to modify most action verbs.	
WRONG: He answered polite.	RIGHT: He answered politely.	
Action verb की रीति बताने के लिए adverb प्रयोग करें।		
RULE 044	'Hard' means with effort; 'hardly' means almost not.	
WRONG: She hardly worked for the exam.	RIGHT: She worked hard for the exam.	
Hard का अर्थ मेहनत से, जबकि hardly का अर्थ लगभग नहीं होता है।		
RULE 045	'Late' concerns time; 'lately' means recently.	
WRONG: He has arrived lately yesterday.	RIGHT: He arrived late yesterday.	
Late समय की देरी और lately हाल के समय को बताता है।		
RULE 046	Use the comparative form when comparing two items.	
WRONG: Of the two plans, this is best.	RIGHT: Of the two plans, this is better.	
दो वस्तुओं की तुलना में comparative degree रखें।		
RULE 047	Do not use double comparatives or double superlatives.	
WRONG: This method is more easier.	RIGHT: This method is easier.	
More और -er को एक साथ न लगाएं।		
RULE 048	Use 'one of the + superlative + plural noun'.	
WRONG: She is one of the best officer.	RIGHT: She is one of the best officers.	
One of the best के बाद plural noun आता है।		



RULE 049

Use 'elder' mainly for family relationships; use 'older' for general age comparison.

WRONG: This building is elder than that one.

RIGHT: This building is older than that one.

Elder मुख्यतः रिश्तों में, older सामान्य आयु तुलना में उपयोग करें।

RULE 050

Use 'much', 'far' or 'a little' to modify a comparative; use 'very' with a positive degree.

WRONG: This route is very shorter.

RIGHT: This route is much shorter.

Comparative के साथ much या far, positive degree के साथ very रखें।



6. Prepositions

RULE 051	Use 'since' for a point in time and 'for' for a period.	
WRONG: He has lived here since three years.		RIGHT: He has lived here for three years.
Since समय बिंदु और for अवधि के लिए है।		

RULE 052	Use 'at' for clock time, 'on' for days and dates, and 'in' for longer periods.	
WRONG: The exam is in Monday.		RIGHT: The exam is on Monday.
घड़ी के समय पर at, दिन-तारीख पर on और लंबे समय पर in रखें।		

RULE 053	Use 'at' for a point, 'on' for a surface and 'in' for an enclosed area.	
WRONG: The keys are in the table.		RIGHT: The keys are on the table.
स्थान में बिंदु के लिए at, सतह के लिए on और अंदर के लिए in रखें।		

RULE 054	Use 'between' for distinct individual relationships; 'among' is common for an undivided group.	
WRONG: Divide the sweets between the whole class.		RIGHT: Divide the sweets among the whole class.
समूह में वितरण के लिए among और स्पष्ट अलग पक्षों के लिए between रखें।		

RULE 055	'Beside' means next to; 'besides' means in addition to.	
WRONG: Beside English, she studies Hindi.		RIGHT: Besides English, she studies Hindi.
Beside का अर्थ पास और besides का अर्थ इसके अलावा है।		

RULE 056	Use 'into' for movement from outside to inside; use 'in' for position.	
WRONG: He went in the room.		RIGHT: He went into the room.
अंदर की ओर गति के लिए into और स्थिति के लिए in रखें।		

RULE 057	'By' gives a deadline; 'until' continues up to a time.	
WRONG: Submit the form until Friday.		RIGHT: Submit the form by Friday.
Deadline के लिए by और जारी रहने वाली अवधि के लिए until रखें।		



RULE 058

Use 'during' with an event or period noun and 'for' with duration.

WRONG: He slept during two hours.

RIGHT: He slept for two hours.

During के बाद घटना या काल और for के बाद अवधि रखें।

RULE 059

Use 'prefer X to Y', not 'prefer X than Y'.

WRONG: I prefer tea than coffee.

RIGHT: I prefer tea to coffee.

Prefer के बाद तुलना में to आता है, than नहीं।

RULE 060

In standard exam English, 'different from' is the safest form.

WRONG: This rule is different than that rule.

RIGHT: This rule is different from that rule.

Competitive grammar में different from सुरक्षित मानक रूप है।



7. Conjunctions and parallel structure

RULE 061	Use 'both...and' as a complete pair.	
WRONG: She both reads and writing.		RIGHT: She both reads and writes.
Both-and के दोनों भाग समान grammatical form में रखें।		
RULE 062	Use 'either...or' to present alternatives.	
WRONG: Either call me and send a message.		RIGHT: Either call me or send a message.
विकल्पों के लिए either के साथ or रखें।		
RULE 063	Use 'neither...nor' for two negative alternatives.	
WRONG: Neither the pen or the file is here.		RIGHT: Neither the pen nor the file is here.
दो नकारात्मक विकल्पों में neither-nor का पूरा जोड़ा रखें।		
RULE 064	Keep the two parts after 'not only...but also' parallel.	
WRONG: She not only checked the form but also the fee was paid.		RIGHT: She not only checked the form but also paid the fee.
Not only और but also के बाद समान रचना रखें।		
RULE 065	Do not normally pair 'although' with 'but' in the same clause link.	
WRONG: Although it rained, but we left.		RIGHT: Although it rained, we left.
Although के साथ उसी जोड़ में but न लगाएं।		
RULE 066	Do not use 'because' and 'therefore' to perform the same link twice.	
WRONG: Because he was late, therefore he missed the bus.		RIGHT: Because he was late, he missed the bus.
Because और therefore को एक ही कारण-परिणाम जोड़ में साथ न रखें।		
RULE 067	'Unless' already means 'if not'; avoid another negative unless logically required.	
WRONG: Unless you do not apply, you cannot appear.		RIGHT: Unless you apply, you cannot appear.
Unless में if not का अर्थ पहले से है, इसलिए अतिरिक्त not न लगाएं।		



RULE 068

Use 'so...that' for result and 'too...to' for excess preventing an action.**WRONG:** The box is so heavy to lift.**RIGHT:** The box is too heavy to lift.

अधिकता से कार्य न हो सके तो too-to प्रयोग करें।

RULE 069

Items in a list should use parallel grammatical forms.**WRONG:** The job needs reading, writing and to calculate.**RIGHT:** The job needs reading, writing and calculating.

सूची के सभी पदों को समान grammatical form में रखें।

RULE 070

Place correlative conjunctions next to the elements they connect.**WRONG:** She not only helped me but the whole team.**RIGHT:** She helped not only me but also the whole team.

Correlative pair को उन्हीं समान पदों के पास रखें जिन्हें वह जोड़ता है।



8. Modals and conditionals

RULE 071	A modal verb is followed by the base form of the main verb.	
WRONG: She can sings well.	RIGHT: She can sing well.	
Modal के बाद main verb का base form आता है।		
RULE 072	Use 'can' for present ability and 'could' for general past ability.	
WRONG: When I was ten, I can swim.	RIGHT: When I was ten, I could swim.	
वर्तमान क्षमता के लिए can और सामान्य भूत क्षमता के लिए could रखें।		
RULE 073	Use 'may' or 'might' for possibility; 'might' often sounds less certain.	
WRONG: It can rain tomorrow, perhaps.	RIGHT: It might rain tomorrow.	
संभावना के लिए may या might प्रयोग करें।		
RULE 074	'Must' can express strong obligation or deduction; 'have to' often expresses an external requirement.	
WRONG: Applicants must to upload a signature.	RIGHT: Applicants must upload a signature.	
Must के बाद to नहीं आता; सीधे base verb रखें।		
RULE 075	Use 'should' or 'ought to' for advice or expected duty.	
WRONG: You ought check the notice.	RIGHT: You ought to check the notice.	
Ought के बाद to आता है, जबकि should के बाद base verb आता है।		
RULE 076	First conditional: if + present, will + base verb for a real future possibility.	
WRONG: If you will revise, you will improve.	RIGHT: If you revise, you will improve.	
Real future condition में if-clause के अंदर will न लगाएं।		
RULE 077	Second conditional: if + past, would + base verb for an unreal present or future situation.	
WRONG: If I am you, I would apply.	RIGHT: If I were you, I would apply.	
काल्पनिक वर्तमान स्थिति में if के साथ past form रखें।		



RULE 078

Third conditional: if + past perfect, would have + past participle for an unreal past.**WRONG:** If she studied, she would have passed.**RIGHT:** If she had studied, she would have passed.

असंभव बीती शर्त के लिए had + V3 और would have + V3 रखें।

RULE 079

After 'wish' about an unreal present, use a past form.**WRONG:** I wish I know the answer.**RIGHT:** I wish I knew the answer.

वर्तमान की अवास्तविक इच्छा के लिए wish के बाद past form रखें।

RULE 080

'Had better' is followed by the base verb without 'to'.**WRONG:** You had better to leave now.**RIGHT:** You had better leave now.

Had better के बाद to के बिना base verb आता है।



9. Active-passive voice and reported speech

RULE 081

Only a verb that can take an object can normally form a personal passive.

WRONG: He was arrived at six.

RIGHT: He arrived at six.

जिस verb का object नहीं बनता, उसका सामान्य personal passive नहीं बनता।

RULE 082

Form the passive with the correct form of 'be' plus the past participle.

WRONG: The form is submit online.

RIGHT: The form is submitted online.

Passive में be का सही रूप और V3 लगाएं।

RULE 083

Keep the original tense when changing active voice to passive voice.

WRONG: They checked the file. The file is checked by them.

RIGHT: They checked the file. The file was checked by them.

Voice बदलते समय tense वही रखें।

RULE 084

Modal passive: modal + be + past participle.

WRONG: The fee can paid online.

RIGHT: The fee can be paid online.

Modal passive में modal + be + V3 होता है।

RULE 085

Omit the agent in passive voice when it is unknown, obvious or unimportant.

WRONG: The thief was arrested by the police officers.

RIGHT: The thief was arrested.

कर्ता स्पष्ट या महत्वहीन हो तो passive में by-agent छोड़ा जा सकता है।

RULE 086

Use 'say' without a personal object; use 'tell' with a personal object.

WRONG: She said me the rule.

RIGHT: She told me the rule.

Tell के साथ व्यक्ति आता है; say के बाद सीधे व्यक्ति नहीं आता।

RULE 087

With a past reporting verb, a present tense often shifts one step back when the situation is viewed from the past.

WRONG: He said, 'I am ready.' He said that he is ready.

RIGHT: He said that he was ready.

Past reporting verb में reported tense सामान्यतः एक कदम पीछे जाता है।



RULE 088

A universal or continuing truth need not be backshifted.**WRONG:** The teacher said that the Earth moved around the Sun.**RIGHT:** The teacher said that the Earth moves around the Sun.

सार्वभौमिक सत्य को reported speech में backshift करना जरूरी नहीं।

RULE 089

Change pronouns and time words according to the reporting context, not by a blind formula.**WRONG:** Ravi said, 'I will come tomorrow.' Ravi said that I would come tomorrow.**RIGHT:** Ravi said that he would come the next day.

Pronoun और time word को अर्थ और संदर्भ के अनुसार बदलें।

RULE 090

A reported question uses statement word order and no question-form auxiliary.**WRONG:** She asked where was the centre.**RIGHT:** She asked where the centre was.

Reported question में statement word order रखें।



10. Gerunds, infinitives and participles

RULE 091	Verbs such as enjoy, avoid and finish are followed by a gerund.	
WRONG: She enjoys to read.	RIGHT: She enjoys reading.	
Enjoy, avoid और finish के बाद verb-ing आता है।		
RULE 092	Verbs such as decide, hope and plan are commonly followed by a to-infinitive.	
WRONG: They decided applying early.	RIGHT: They decided to apply early.	
Decide, hope और plan के बाद सामान्यतः to-infinitive आता है।		
RULE 093	A verb after a preposition normally takes the -ing form.	
WRONG: He is interested in learn Hindi.	RIGHT: He is interested in learning Hindi.	
Preposition के बाद verb आए तो सामान्यतः -ing form रखें।		
RULE 094	In active voice, 'let' and causative 'make' take object + bare infinitive.	
WRONG: The coach made us to practise.	RIGHT: The coach made us practise.	
Active में make और let के बाद object + base verb आता है।		
RULE 095	In the passive of causative 'make', use 'to'.	
WRONG: We were made practise.	RIGHT: We were made to practise.	
Make के passive रूप में to-infinitive आता है।		
RULE 096	'Stop doing' ends an activity; 'stop to do' pauses another activity for a purpose.	
WRONG: He stopped to smoke because the doctor warned him.	RIGHT: He stopped smoking because the doctor warned him.	
Stop doing का अर्थ कार्य बंद करना है; stop to do का अर्थ दूसरे काम के लिए रुकना है।		
RULE 097	'Remember doing' recalls a past action; 'remember to do' means not forgetting a duty.	
WRONG: Remember submitting the form tomorrow.	RIGHT: Remember to submit the form tomorrow.	
बीती याद के लिए doing और भविष्य के कर्तव्य के लिए to do रखें।		



RULE 098

A participial phrase should logically modify the sentence subject.**WRONG:** Walking to the centre, the rain started.**RIGHT:** Walking to the centre, I saw the rain start.

Participial phrase का छिपा कर्ता main sentence के कर्ता से मेल खाना चाहिए।

RULE 099

Use 'having + past participle' to show one non-finite action completed before another.**WRONG:** Finishing the test, she had checked it earlier.**RIGHT:** Having finished the test, she checked it.

पहले पूरी हुई non-finite क्रिया के लिए having + V3 उपयोग करें।

RULE 100

Place 'enough' after an adjective but before a noun.**WRONG:** He is enough careful.**RIGHT:** He is careful enough.

Adjective के बाद enough आता है, पर noun से पहले enough रखा जाता है।



11. High-frequency exam error patterns

RULE 101	Use a plural noun after 'one of the'.	
WRONG: One of the student is absent.		RIGHT: One of the students is absent.
One of the के बाद plural noun आता है।		
RULE 102	'Each of' takes a plural noun but a singular verb.	
WRONG: Each of the candidate are ready.		RIGHT: Each of the candidates is ready.
Each of के बाद plural noun, पर verb singular होती है।		
RULE 103	'News' is singular in standard English.	
WRONG: The news are encouraging.		RIGHT: The news is encouraging.
News रूप में s होने पर भी singular noun है।		
RULE 104	Names of subjects such as mathematics and economics are usually singular when the field is meant.	
WRONG: Mathematics are difficult for him.		RIGHT: Mathematics is difficult for him.
विषय के रूप में mathematics या economics के साथ singular verb आती है।		
RULE 105	'Police' normally takes a plural verb when it means police officers collectively.	
WRONG: The police has arrived.		RIGHT: The police have arrived.
Police के साथ सामान्यतः plural verb आती है।		
RULE 106	'Cattle' is plural and has no regular singular form with the same meaning.	
WRONG: The cattle is grazing.		RIGHT: The cattle are grazing.
Cattle plural noun है; इसके साथ plural verb रखें।		
RULE 107	Use a unit expression with uncountable nouns when a number is needed.	
WRONG: She gave me three advices.		RIGHT: She gave me three pieces of advice.
Uncountable noun को गिनने के लिए piece-item जैसे unit word लगाएं।		



RULE 108	Avoid nonstandard plurals such as 'luggages' and 'furnitures'.	
WRONG: Our luggages are heavy.		RIGHT: Our luggage is heavy.
Luggage और furniture सामान्यतः uncountable हैं।		

RULE 109	Use 'no sooner...than'.	
WRONG: No sooner did the bell ring when they left.		RIGHT: No sooner did the bell ring than they left.
No sooner के साथ than का जोड़ा आता है।		

RULE 110	Use 'hardly/scarcely...when' for two closely following past events.	
WRONG: Hardly had I arrived than it rained.		RIGHT: Hardly had I arrived when it rained.
Hardly या scarcely के साथ when का प्रयोग करें।		



12. Sentence structure, punctuation and confusing forms

RULE 111	A complete sentence needs an independent clause.	
WRONG: Because the server was busy.	RIGHT: The form was delayed because the server was busy.	
Complete sentence में स्वतंत्र अर्थ वाला main clause होना चाहिए।		

RULE 112	Do not join two independent clauses with only a comma.	
WRONG: The notice arrived, I read it.	RIGHT: The notice arrived, and I read it.	
दो complete clauses को केवल comma से न जोड़ें; conjunction या semicolon लगाएं।		

RULE 113	A semicolon can join closely related independent clauses.	
WRONG: The portal closed; because the deadline passed.	RIGHT: The portal closed; the deadline had passed.	
Semicolon दो संबंधित independent clauses को जोड़ सकता है।		

RULE 114	Use apostrophes for possession or omitted letters, not for ordinary plurals.	
WRONG: Three candidate's applied.	RIGHT: Three candidates applied.	
साधारण plural बनाने के लिए apostrophe न लगाएं।		

RULE 115	'Its' is possessive; 'it's' means 'it is' or 'it has'.	
WRONG: The board changed it's rule.	RIGHT: The board changed its rule.	
Its अधिकार बताता है; it's का अर्थ it is या it has है।		

RULE 116	'Your' is possessive; 'you're' means 'you are'.	
WRONG: Check you're application.	RIGHT: Check your application.	
Your अधिकार बताता है; you're का अर्थ you are है।		

RULE 117	Distinguish 'their', 'there' and 'they're'.	
WRONG: Their waiting over there.	RIGHT: They're waiting over there.	
Their अधिकार, there स्थान और they're का अर्थ they are है।		



RULE 118	'Affect' is usually a verb; 'effect' is usually a noun.	
WRONG: The delay had a bad affect.		RIGHT: The delay had a bad effect.
Affect सामान्यतः verb और effect सामान्यतः noun होता है।		

RULE 119	Use a comma after a long introductory clause when it helps the reader.	
WRONG: After the document was checked the clerk signed it.		RIGHT: After the document was checked, the clerk signed it.
लंबे introductory clause के बाद comma स्पष्टता बढ़ाता है।		

RULE 120	Capitalize proper names, official titles used with names, and the first word of a sentence.	
WRONG: the staff selection commission issued a notice.		RIGHT: The Staff Selection Commission issued a notice.
Proper name और sentence के पहले शब्द का पहला अक्षर capital रखें।		



13. Final five-minute revision method

Time	Closed-book task
Minute 1	Scan only the rule headings you marked difficult.
Minute 2	Cover the RIGHT column and repair each WRONG line aloud.
Minute 3	Review pairs: since/for, fewer/less, who/whom, its/it's, hard/hardly.
Minute 4	Check agreement, tense consistency, preposition and parallel structure in one mixed paragraph.
Minute 5	Stop adding new rules. Recall your top five personal error patterns.

SSC English syllabus context:

https://ssc.gov.in/api/attachment/uploads/masterData/NoticeBoards/Notice%20of%20CHSLE%202024_05_04_24.pdf

This PDF contains original examples and explanations. It is not an official SSC rule book. Version 1.0 - 19 July 2026.