AFF.   THEY <u>DRANK</u> WATER          THEY DRANK WATER

NEG.   THEY <u>DID NOT</u> <u>DRINK</u> WATER     THEY DID NOT DRINK WATER.

---

**AFFIRMATIVE SENTENCES**

I <u>used</u> the computer

You <u>visited</u> the company

He <u>wanted</u> the books

She <u>knew</u> the program

It <u>began</u> well

We <u>came</u> to Mexico

They <u>went</u> to Laredo

**NEGATIVE SENTENCES**

I <u>did not use</u> the computer.

You <u>did not visit</u> the company.

He <u>did not want</u> the books.

She <u>did not know</u> the program.

It <u>did not begin</u> well.

We <u>did not come</u> to Mexico.

They <u>did not go</u> to Laredo.

### ...NOW, LET'S REMEMBER SOME VERBS:

| (Llevar) | TO CARRY | CARRIED | (Empezar) | TO BEGIN | BEGAN |
|---|---|---|---|---|---|
| (Cambiar) | TO CHANGE | CHANGED | (Venir) | TO COME | CAME |
| (Decidir) | TO DECIDE | DECIDED | (Manejar) | TO DRIVE | DROVE |
| (Disfrutar) | TO ENJOY | ENJOYED | (Comer) | TO EAT | ATE |
| (Bailar) | TO DANCE | DANCED | (Olvidar) | TO FORGET | FORGOT |
| (Entrar) | TO ENTER | ENTERED | (Obtener | | |
| (Borrar) | TO ERASE | ERASED | Llegar a.) | TO GET | GOT |
| (Seguir) | TO FOLLOW | FOLLOWED | (Dar) | TO GIVE | GAVE |
| (Gustar) | TO LIKE | LIKED | (Ir) | TO GO | WENT |
| (Mirar) | TO LOOK | LOOKED | (Tener) | TO HAVE | HAD |
| (Observar) | TO OBSERVE | OBSERVED | (Guardar) | TO KEEP | KEPT |
| (Abrir) | TO OPEN | OPENED | (Conocer) | TO KNOW | KNEW |
| (Jugar) | TO PLAY | PLAYED | (Permitir) | TO LET | LET |
| (Detener) | TO STOP | STOPPED | (Correr) | TO RUN | RAN |
| (Estudiar) | TO STUDY | STUDIED | (Decir) | TO SAY | SAID |
| (Viajar) | TO TRAVEL | TRAVELED | (Cantar) | TO SING | SANG |
| (Usar) | TO USE | USED | (Nadar) | TO SWIM | SWAM |
| (Visitar) | TO VISIT | VISITED | (Tomar) | TO TAKE | TOOK |
| (Querer) | TO WANT | WANTED | (Escribir) | TO WRITE | WROTE |

2.4        E X E R C I S E S

I.- FILL IN THE BLANKS WITH THE CORRECT ANSWER.

   EXAMPLE: Peter drank water.  He <u>did not drink</u> cocacola.
   a) not drank            b) did not drink
   c) not drink            d) drank not

---

1.- Alice ate chicken. She_____vegetables.
   a) did not eat          b) not ate
   c) did not ate          d) eat not

2.- The motorcycle ran very fast. It_____slowly.
   a) not ran              b) did not ran
   c) ran not              d) did not run

3.- The cat slept here. It_____on the rug.
   a) not sleep            b) not slept
   c) did not sleep        d) did not slept

4.- This boy went early. He_____late.
   a) not go               b) not went
   c) did not go           d) did not went

5.- The teacher explained the verbs. He_____the --------
                                                      adjectives.
   a) not explained        b) did not explain
   c) did not explained    d) not explain

6.- The "Jackson Five" danced very well. They_____this --
                                                      noon.
   a) did dance not        b) did not dance
   c) not danced           d) did not danced

7.- We enjoyed their show. We_____it when the T.V. set is
   a) did not enjoy        b) not enjoyed              off.
   c) did not enjoyed      d) not enjoy

8.- My friend liked pop music. They_____classical music.
   a) not liked            b) liked not
   c) did not liked        d) did not like

9.- I danced last Sunday. I_____today.
   a) not danced           b) did not dance
   c) did not danced       d) danced not

10.- I had some records. I_____the last one of "The -----
                                                      Beatles".
   a) did not have         b) not had
   c) did not had          d) not have

### "DID NOT" CAN BE CONTRACTED:

| DID NOT  :  DIDN'T |
|---|

II.- FILL IN THE BLANKS, CHOOSING THE CORRECT ANSWER. THEN, -------
     TRANSLATE INTO SPANISH.
     EXAMPLE: I knew the data but you_____them.
                             didn't know-didn't knew

1.- You followed the diagram directions, but you_____
this one.                    **didn't write-didn't wrote**
_____

2.- The girls got the directions but she_____the formula.
                             **didn't got-didn't get**
_____

3.- The professor wrote the formula but he_____the -----
directions.            **didn't erased-didn't erase**
_____

4.- You wanted to see the model but you_____to see me.
                          **didn't wanted-didn't want**
_____

5.- We changed the model but we_____the process.
                       **didn't change-didn't changed**
_____

III.- CHANGE TO NEGATIVE FORM.
     EXAMPLE:
           We wanted the material requisition.
     _____

1.- They knew what is data processing like.
_____

2.- Our computer gave all the calculations.
_____

3.- Mr. Johnson observed the raw material accurately.
_____

4.- I stopped this new device.
_____

5.- That computer followed a complicated program.
_____

6.- This application began with one addition and one substraction.
_____

7.- We wrote all that business information.
_____

8.- The chain printer used five sections.
_____

9.- The basis of business relationships changed very much.
_____

10.-The engineer gave all the directions.
_____

2.5                C O N J U N C T I O N S

This book must be Robert's OR Mike's
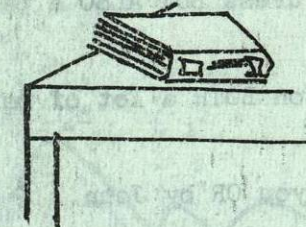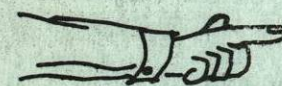


This is America,
Love it OR leave it.

Do you love Brooke Shields
OR me?

Trick  OR treat.



2.6

_____

             The word "   OR   " is a Conjunction.
A conjunction is like a bridge or a link. In all the speaking and
writing that you do, you make use of words that connect your -----
thoughts. One kind of connective word is the conjunction.
There are three kinds of conjunctions:

A) Co-ordinating conjunctions:AND,BUT,OR,NOR,FOR.
B) Correlative conjunctions:
   Either...or      Both...and        Whether...or
   Not only...but also     Neither...nor.
C) Subordinating conjunctions: AFTER,ALTHOUGH,BECAUSE, -----
                               BECAUSE OF,BEFORE,IF,UNLESS,-
                               UNTIL,WHEN, WHENEVER,WHILE,AS,
                               HOW, WHAT,WHERE,WHEREVER,----
                               MEANWHILE,ETC.

CO-ORDINATING CONJUNCTIONS: They link ideas of equal rank in a ---
                            sentence.

Example:

'Mr. Salinas is a doctor AND Mr. Perez is an engineer.
You took a nap BUT you are still sleepy.
It's true, believe it OR not.

<u>CORRELATIVE CONJUNCTIONS</u>: They are always used in pairs and placed
immediately before the parallel terms.

Examples: She bought NOT ONLY a beautiful dress BUT ALSO a pair of
shoes.
The "Tigers" of our University won BOTH a lot of money AND
a lot of fame.
This book may be used EITHER by you OR by John.

<u>SUBORDINATING CONJUNCTIONS</u>: They are used to begin subordinating
clauses, usually adverb clauses.

Example:

Mr. Gomez could wait for us BECAUSE he didn't go to his office.
They wanted to stay WHERE the hunting would be good.
Please, call at the school BEFORE you go out.

2.6

MIKE AND ALICE          TACOS AND ENCHILADAS

"THE BEAUTY AND THE BEAST"          PEACE AND LOVE

OBSERVE THESE SENTENCES:

I want ham AND eggs for breakfast.
Quiero jamón Y huevos para el desayuno.

He asked coffee AND doughnuts in San Antonio
El pidió café Y donas en San Antonio.

Young people enjoy dancing AND talking.
La gente joven goza bailando Y platicando.

You can't whistle AND drink water in the meantime.
Tú no puedes silbar Y beber agua al mismo tiempo.

Swimming AND fishing are my favorite sports.
Nadar Y pescar son mis deportes favoritos.

2.6                    E X E R C I S E S
I.- WRITE THE WORDS IN THE CORRECT ORDER.
Example:
Tacos-enchiladas-buys-and-she

_____

Milk-me-bread-and-give-          Juliet-and-are-in-Romeo-love.
_____

And-dancing-enjoys-she-singing   Heavy-book-thick-and-is-the

Tapes-used-and-I-cards           Fruit-bought-and-she-flowers

And-everyday-they-write-read     I-go-will-and-you

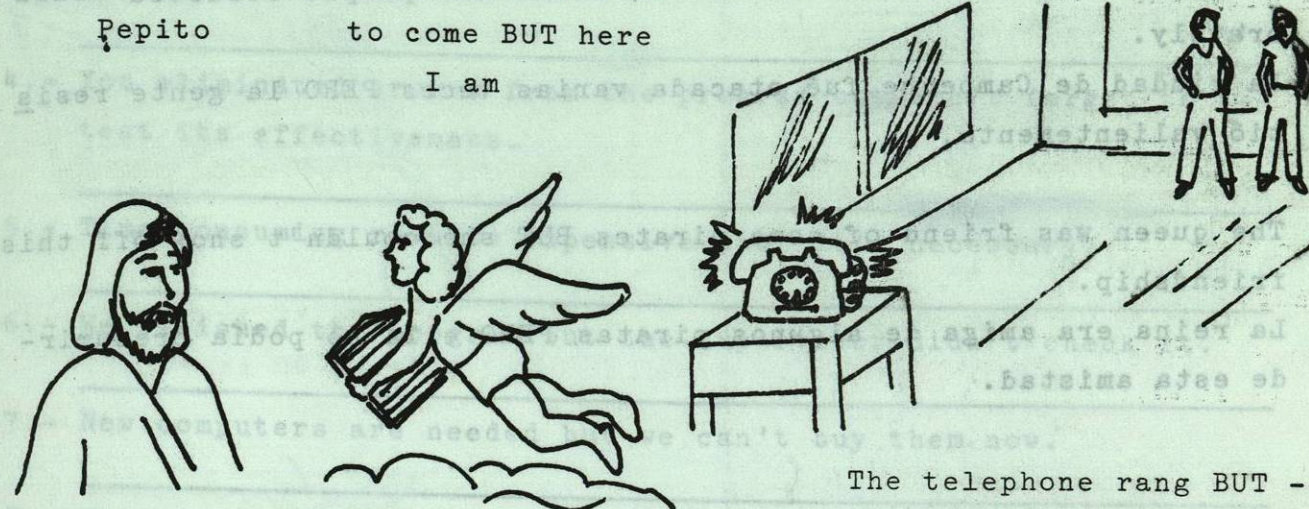Are-running-the-and-kids-playing Hamburger-soda-asked-and-she

## II.- T R A N S L A T E.

1) Technology and progress always go together.
_____

2) Minicomputers and midicomputers are both very useful.
_____

3) Calculating and recording are two important processes.
_____

4) Multiplication and division are two arithmetic processes.
_____

5) The payroll department records the data and uses them later.
_____

6) Mr. Reagan worked 40 regular and 10 overtime hours.
_____

7) Data reporting and data storage are part of this cycle.
_____

8) It involves the reconstruction and processing of data.
_____

9) The input-output symbol and the process symbol are well known.
_____

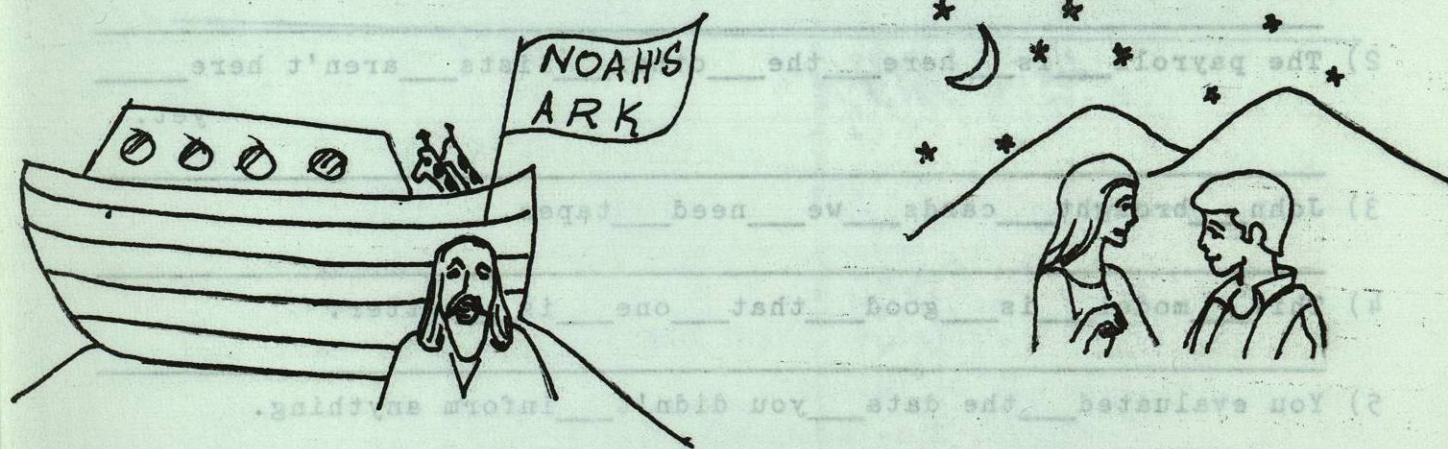10) Sales analysis and accounts payable are important data.
_____

---

2.6

Hello       Hi, I didn't want
Pepito        to come BUT here
              I am

(St. Peter)

The telephone rang BUT --
nobody answered.

I.- WRITE THE WORD "BUT" IN THE CORRECT PLACE, THEN
    WHOLE SENTENCE:

    Example: Cards  are  useful  tapes  give  metal advantages.

I love you,BUT the only --
problem is my wife

NOAH'S ARK

I used to have some pets
BUT this is too much.

### THE USE OF " BUT "
### OBSERVE THESE SENTENCES

Pirates were always ready to fight BUT they lost many battles.
Los piratas estaban siempre listos para pelear PERO perdieron ----
muchas batallas.

They seized ships BUT did not bother our people.
(Ellos) tomaban los barcos PERO no molestaban a nuestra gente.

"Blackbeard" always terrified  his victims BUT did not kill them.
"Barba-negra" siempre aterrorizaba a sus víctimas PERO no los mata-
                                                                  ba.