Right Form of Verb

Rule 01 : Subject যদি Singular হয় তবে verb ও singular এবং Subject যদি plural হয় তবে verb ও plural হয়।
Ex: Nila is giving me a bar of soap.
Ex: We have ten dollars left.

: Uncountable noun সবসময় sentence এ singular subject হিসেবে ব্যবহৃত হয়।
Ex: Milk is not cheap in cost.

: Subject এর Headword অনুসারে verb বসে। Headword যদি Singular হয় তবে verb ও singular এবং Headword যদি plural হয় তবে verb ও plural হয়। Preposition এর পূর্বের Noun টি Headword.
Ex: The quality of the books is good.

Rule 02 : Subject যদি 3rd person ও singular number হয় এবং verb যদি Present Indefinite Tense এ থাকে তাহলে verb এর শেষে s বা es যোগ করতে হবে। verb এর শেষে o, ch, sh, ss, x, z ইত্যাদি থাকলে es যোগ করতে হয়।
Ex: The teacher teaches us English

Rule 03 : সাধারণত and দ্বারা যুক্ত দুই বা ততোধিক noun/pronoun কে একত্রে plural subject ধরা হয় এবং এর পরে verbও plural হয়।
Ex: Ayon and Nourin were hitting below the belt.

RULE 04 : সাধারণত and দ্বারা যুক্ত দুটি পদ আলাদা দু'জন ব্যক্তিকে নির্দেশ করলে দু'টি পদের পূর্বেই The বসে এবং verb টি plural হয়।
Ex: The headmaster and the secretary have given me a hand.
: কিন্তু দুটি পদ একই ব্যক্তিকে নির্দেশ করলে প্রথম পদের পূর্বেই The বসে এবং verb টি singular হয়।
Ex: The headmaster and secretary has helped a lame dog over a stile.

Rule 05 : Each, every, everyone, everybody, everything, any, anyone, anything, no, no one, nothing some one, some body, nobody, something ইত্যাদি subject হিসেবে ব্যবহৃত হলে verb টি singular হয়। আবার Each of (the), one of (the), either of (the), neither of (the), none of (the) ইত্যাদির পরে noun/pronoun plural হবে কিন্তু verb singular হবে।
Ex: Everyone has ended in smoke.

Ex: Each of the workers was working in the field with kith and kin.
Ex: Neither of them is food obsessed person.

Rule 06 : As well as, with, along with, among with, together with, accompanied by, accompanied with, followed by, in addition to, including to, except, and no/not ইত্যাদি দ্বারা যুক্ত দু'টি noun বা pronoun এর ক্ষেত্রে সাধারণত প্রথম noun বা pronoun অনুসারে verb বসে।
Ex: Chaity along with her friends has looked into my residence.
Ex: I, and not Mou have looked up to the teacher.

Rule 07 : Not only……but also, either…..or, neither….nor, এবং or দ্বারা যুক্ত দুই বা ততোধিক noun/pronoun এর ক্ষেত্রে সর্বশেষ noun/pronoun টি অনুসারে yerb বসে।
Ex: Either of the student or the teachers are to blame in a body.
Ex: You or She visits us now and again.

Rule 08 : একক দুরত্ব, পরিমাণ, সময়, ওজন, বয়স, অর্থ ইত্যাদি plural হলেও পরের verb টি singular হয়।
Ex: Fifty yards is a good distance.
Ex: Ten thousand dollars is a big amount of money.

Rule 09 : Uncountable noun এবং Abstract noun অর্থের দিক খেকে plural হলেও verb singular হয়। এ ধরনের noun গুলো হলো Scenery, machinery, furniture, wages, poetry, Issue, brick, hair, alphabet, luggage, air, smoke, oxygen, water, milk, ink, soup, dust, sand, rice, grass, salt, honesty, courage, peace, sympathy, football, cotton, cooking, parking, training, clothing, love, advice, knowledge.
Ex: The scenery of Cox's Bazar is very charming.

Rule 10: News, wages, physics, mathematics, politics, gallows, economics, civics, ethics, statistics, where about & the United States of America ইত্যাদি singular হিসেবে ব্যবহৃত হয় এবং এদের পরে verb ও singular হয়।
Ex: The Wages of sin is death.
Ex: Mathematics is my favorite subject.

Rule 11: Infinite, gerund, verbal noun, clause ইত্যাদি বাক্যের Subject হিসেবে থাকলে ঐ Subject কে 3rd person singular number হিসেবে গণ্য করে singular verb বসাতে হয়।
Ex: *Swimming* is a good exercise.
Ex: *To tell* a lie is a great sin.
Ex: *The writing of* poem is my favorite hobby.
Ex: *That you completed the course* is known to me.

Rule 12: Collect Noun এর পর সাধারণত singular verb বসে। কিন্তু বিচ্ছিন্নতা/ভিন্নতা বুঝালে Collective noun এর পরে plural verb বসে।
Ex: The committee is making the planning of Dhaka city.
Ex: The committee are divided into two parts.

Rule 13: Adjective এর পূর্বে the বসলে তা plural noun বুঝায়। তখন এর পরে ব্যবহৃত verb টি ও plural হয়।
Ex: The rich are born to enjoy their lives.

Rule 14: Aristocracy, nobility, clergy, people, police, public, peasantry, mankind, cattle, poultry, folk, gentry, vermin, dozen, pair ইত্যাদি দেখতে singular মনে হলেও এদের পরে verb plural হয়।
Ex: The police in Bangladesh are more active than past.

Rule 15: Universal truth (চিরন্তন সত্য) Habitual Fact (অভ্যাসগত সত্য), historical truth (ঐতিহাসিক সত্য), এবং সাধারণ সত্য বুঝালে present indefinite tense হয়।
Ex: The sun rises in the east.
Ex: All are summer friends.

Rule 16: Always, daily, every + time (everyday, every week, every year, every month etc), generally, naturally, normally, ordinarily, regularly, usually, frequently, occasionally, (very) often, now and then, sometimes ইত্যাদি থাকলে বাক্যটি সাধারণত present indefinite tense হয়। তবে past habit (অতীত অভ্যাস) বুঝালে বাক্যাটি past indefinite tense হয়।
Ex: Rubel says prayer everyday.
Ex: He was never absent from School.

Rule 17: কোন sentence-এ now, at this moment, at this time, day by day, day after day, gradually, increasingly ইতাদি থাকলে উক্ত sentence টি সাধারণত present continuous tense হয়
Ex: The students of MasterMind are increasing day by day.

Rule 18: কোন sentence এ just, just now, ever, yet, still. lately, recently, already, in the mean time, so far, up to now, up to the present ইত্যাদি থাকলে উক্ত sentence টি সাধারণত present perfect tense হয়"just"শব্দটি have/has এবং V3 এর মাঝে বসে।
Ex: We have just reached MasterMind
Ex: I have fallen in love recently.

Rule 19: For/since+time থাকলে সাধারণত present perfect continuous tense হয়। তবে অতিত কাল বুঝালে past perfect continuous tense এবং ভবিষ্যৎ কাল বুঝালে Future perfect continues tense হয়।
Ex: We have been learning English for two months.
Ex: Mou has been watching T.V since morning.

Rule 20: কোন sentence এ অতীত নির্দেশক কোন শব্দ বা phras যেমন yesterday, last week, last month, last year, last decade, last century, long ago, long since, once upon a time, once, formerly, back, in the past, in those days, the day before, the previous day ইত্যদি থাকলে উক্ত sentence টি past indefinite tense হয়।
Ex: I completed my task two days ago.

Rule 21: অতীতকালে কোন কাজ চলছিল এরূপ বুঝালে বাক্যাটি সাধারণত past continuous tense হয়। এ ক্ষেত্রে বাক্যের মধ্যে Then, at that moment, at that time ইত্যদি থাকতে পারে।
Ex: At that time Mou was passing time with me.

Rule 22: নিম্নের structure কয়টি মুখস্থ করতে হবে।
(1) Subject + had + V3 + before + Subject + V2
(2) Subject + V2 + after + Subject + had + V3
(2) No sooner + had + subject + V3 + than + Subject + V2.
(3) Scarcely/Hardly + had + subject + V3 + when + Subject + V2

Rule 23: Tomorrow, next/coming + সময় (next month, coming years), এমনকি ভবিষ্যৎ কালের কোন সালের উল্লেখও যদি কোন sentence-এ থাকে তাহলে উক্ত sentence টি Future indefinite Tense এ হয়।
Ex: Our mid-term exam will begin next month.

Rule 24: By this time/by + সময় (by morning, by Sunday etc) থাকলে বাক্যটি সাধারণত Future Perfect Tense এ হয়।
Ex: Mou will have disappointed me this time.

Rule 25: While এর পরেই verb থাকলে verb টির সঙ্গে ing যোগ করতে হয়। কিন্তু While +sub +verb হলে verb টি Continuous Tense এ হয়। এক্ষেত্রে Principal clause এর verb টি যে tense এ থাকবে while এর পরের verb টিও সেই Tense এ Continuous Form এ হবে।
Ex: While making a fun with Arina, I saw a couple playing adoration.
Ex: She made me alone while I was going to India.

Rule 26: Infinitive এর পূর্বে অবস্থিত go"verb টি সবসময় continuous Tense এ হয়।
Ex: They are going to attend the class of MasterMind.

Rule 27: preposition এর পর verb সাধারণত Gerund (verb+ing) আকারে বসে। অর্থাৎ At,in, into,on,of,for,about,from,with,by,without,through,across,along,against,during,within,after ,before,between,among,over,above,under,below,up,down,off,out,beside,besides,beyond,b ehind,away,except,past ইত্যদি Preposition এর পর verb এর সাথে ing যোগ হয়।
Ex: It is a good idea for the students in promoting their skills.

Rule 28: To এর পর verb এর present form (V1)বসে।কিন্তু কতগুলো phrase যেমন with a view to, with an eye to, look forward to, confess to, object to, resort to, addicted to, devoted to, accustomed to, inured to,be/get/got+used to ইত্যাদির পরেও verb এর সাথে ing যোগ করতে হয়।
Ex: The students come to MasterMind with a view to learning English and ICT.

Rule 29: নিম্নোক্ত structure দুটি মনে রাখতে হবে।
(1)Present Tense+as if/as though/since+S+V2+……..
(2)S+V2+……+as if+as though/since +S+had+V3……
Ex: He works as if he did it before.
Ex: He did the work as if he had done it before.

Rule 30: If,as if,as though,wish,like,fancy ইত্যাদি বাক্যে ব্যবহৃত হলে be verb সব সময় were হয়।
Ex: He walk as if he were drug addicted.

Rule 31: কোনConjunction ছাড়া sentence এ যদি একের অধিক verb থাকে তাহলে ২য় verb টির সঙ্গে ing যোগ করতে হয়। তবে উদ্দেশ্য বোঝালে ২য় verb টি infinitive (to+V1)হয়।
Ex: I know the boy coming here.
Ex: MasterMind provides the best service to make the students skilled.

Rule 32: see,find,watch,notice,behold,hear +object+present participle(V1+ing) অথবা bare infinitive(base form) structure টি মনে রাখতে হবে।

Rule 33. Avoid,enjoy,finish,like,stop,start,mind,miss,practies,remember,cannot help,cannot bear,feel like,worth ইত্যাদি verb +Present Participle (V1+ing)বসে।
Ex: The students of MasterMind can not help learning English and ICT.

Rule 34: Get,remain,keep,feel,become,have,has,had,being,having,been,to be + V3 Stucture টি মনে রাখতে হবে।
Ex: The work remains to be undone.

Rule 35: Have,has,had,get got,want + বস্তুবাচক object +v3 বসে।
Ex: I got my work done.

Rule 36: Sub +have/make/help +ব্যক্তিবাচক object +V1 Structure টি মনে রাখতে হবে।
Ex: I make Mr. Kobir maintain the office of MasterMind

Rule 37: Last +sub +should/might + V1
Ex: Last he should get to MasterMind.

Rule 38: If clause (Conditional sentence চার প্রকার।)
1.Zero conditional: যদি চিরন্তন সত্য হয় তবে if + present indefinite, present indefinite
a) If water freezes, it turns into ice.
b) If sun rises, darkness disappears.
c) Darkness disappears if sun rises

2.first conditional: if + present indefinite, sub + will/can/may/must/will be able to + V1
Sub + will/can/may/must/will be able to + V1 + if + present indefinite
a) If I find his address, I will write him .
b) we will make the negotiation if he wants.
c) If you work hard, you will be able to pass.

3.second conditional: if + past indefinite, subject + would/could/might + V1
Sub + would/could/might + V1 + if + past indefinite
a) If I found his address, I would write him.
b) If you came, I would go.

c) If I had money, I would help the poor.

4.third conditional: if + past perfect, Sub + could/ would/ might + have + V3
Sub + could/ would/ might + have + V3 + if + past perfect

a) If he had come, I would have helped him.
b) If the man had found my address, he would have written me.
c) You could have passed if you had worked hard.

কখনো কখনো third conditional এ if ব্যবহৃত হয় না। সেক্ষেত্রে had sentence এর শুরুতে ব্যবহৃত হয়। যেমন:-

a) had I read the book, I would have known many unknown things.
b) had we taken the decision, you could have fallen in distress.
c) had he come, I would have met him.

Note: conditional sentence এ be verb হিসাবে সর্বদা were ব্যবহৃত হয়।

d) If I was a king, I would help you. (incorrect)
If I were a king, I would help you. (correct)
e) If he was in the meeting, we would able to make the negotiation. (incorrect)
If he were in the meeting, we would be able to make the negotiation. (correct)

Note: Conditional sentence এ connector হিসাবে in case, unless, provided that ইত্যাদি ব্যবহৃত হতে পারে।

a) Give him your telephone number in case he gets lost.
b) I will lend you money provided that you will return it.
c) Respect your parents in case they are very old.

তবে unless শব্দটি negative হওয়ার এর পর আর কোন negative word ব্যবহার করা যাবে না।

a) Unless he does not come, I will go there. (incorrect)
Unless he comes, I will go there. (correct)
b) You will fail in the exam unless you don't work hard. (incorrect)
You will fail in the exam unless you work hard. (correct)

Rule 39: Relative pronoun (who,which,that)-এর পরের verb টি সাদারণত relative pronoun এর ঠিক পূর্বের noun/pronoun অর্থৎ antecedent (পূর্বপদ) অনুসারে বসে।
Ex: The students who are doing IELTS at MasterMind get 6 to 7+ in the exam.

Rule 40: সাধারণত and, but, or, otherwise, as, since, when, though, although, as soon as ইত্যাদি linkers যুক্ত compound বা complex sentence এর একটি finite verb present/past indefinite tense হলে অন্য finite verb – ও সাধারণত present/past indefinite tense এ হয়।
Ex: He learns English though he is not a student.

Rule 41: That-এর পূর্বে clause – টি past indefinite tense – এ থাকলে that এর পরের clause টি সাধারণত past perfect tense হয়।

Ex: He said that he had visited MasterMind

Rule 42: It is time,it is high time,it is right time,it is proper time,I fancy,I wish,if,would that,would rather that,o that,oh that ইত্যাদির পরে subject থাকলে তার পরের verb টি be verb হলে were/could be বসে এবং অন্য সকল verb ক্ষেত্রে V2/could + V1 বসে।
Ex: It is high time you could be a teacher.
Ex: I wish I were a bird.
Ex: It is right time you left here.

Rule 43: shall, should, will, would, can, could, may, might, must, let, ought to, used to, need to, dare to, going to, have to, has to, had to, am to, is to, are to, was to, were to, had better, had rather, would better, would rather ইত্যাদি modal এবং sami-modal auxiliary গুলোর পরে be থাকলে অর্থাৎ passive voice এ verb এর past participle (V3)বসে । এছাড়া এসব auxiliary গুলোর পরে have বসলে্ও তার পরে verb এর past participle (V3) বসে।
Ex: You should have done the work.

Rule 44: Simple sentence- এ দু'টি কাজের মধ্যে একটি কাজ আগে হয় তা Present Principle (V1+ing) হয়।
Ex: Taking rest I will visit Atik Sir.
Rule 45: There/here + singular verb +Singular noun এবং there/here + plural verb + plural noun.
Ex: There is a branch of MasterMind at Beanibazar.
Ex: There are some branches of MasterMind in Bangladesh.

Rule 46: A number of +plural noun +plural verb এবং the number of + plural noun +singular verb.
Ex: A number of students visit MasterMind
Ex: The number of students visits MasterMind

Rule 47: Want, hope, desire, agree, aim, ask, attempt, beg, choose, decide, demand, fail, expect, seem, plan, prove, threaten, promise, refuse, offer, wish, seek, manage, prepare, pretend, hesitate, arrange, claim ইত্যাদি verb এর পরে infinitive (to +V1) বসে।
Ex: Naeem hopes to get 6 to 7+ in IELTS.