

Right Form of Verbs –এর নিয়ম

1. Sentence যদি **Present indefinite tense** হয় এবং

Subject যদি **Third Person singular number** হয়,

তবে **verb**-এর সঙ্গে **s/es** যুক্ত হয়।

যেমন:

She (write) a letter.

Ans.: She writes a letter.

The baby (cry).

Ans.: The baby cries.

2. Before দ্বারা দুটি **Past tense** যুক্ত থাকলে **before**-এর আগের অংশে **Past perfect tense**

এবং

পরের অংশ **Past indefinite tense** হয়।

যেমন:

We (reach) our school before the bell rang.

Ans.: We had reached our school before the bell rang.

The patient had died before the doctor (come).

Ans.: The patient had died before the doctor came.

3. After দ্বারা দুটি **Past tense** যুক্ত থাকলে এর আগের অংশ **Past indefinite tense** এবং

পরের

অংশ **Past perfect tense** হয়।

যেমন:

They arrived the station after the train (leave).

Ans.: They arrived the station after the train had left.

The patient (die) after the doctor had come.

Ans.: The patient died after the doctor had come.

4. No sooner had than,

5. Scarcely had when,

6. Hardly had when—প্রথম অংশ Past

perfect tense অনুযায়ী হয়, অর্থাৎ **verb**-এর **Past participle form** হবে। দ্বিতীয় অংশ **Past indefinite tense** অনুযায়ী হয়, অর্থাৎ **verb**-এর **Past form** হয়।

যেমন:

No sooner had the bell (ring) than the teacher (enter) the classroom.

Ans.: No sooner had the bell rung than the teacher entered the classroom.

Scarcely had he (arrive) at the bus stand when the bus (leave).

Ans.: Scarcely had he arrived at the bus stand when the bus left.
Hardly had the snatcher (take) the chain when he (run) away.
Ans.: Hardly had the snatcher taken the chain when he ran away.

7. সাধারণত **since** দ্বারা দুটি **clause** যুক্ত থাকলে এবং **since**-এর আগের অংশ **Present indefinite/ Present perfect tense** হলে পরের অংশ **Past indefinite tense** হয়।

যেমন:

It is many years since he (give) up smoking.
Ans.: It is many years since he gave up smoking.
Five years have passed since he (leave) the house.
Ans.: Five years have passed since he left the house.

8.. আবার **since** দ্বারা **clause** যুক্ত থাকলে এবং **since**-এর আগে **clause** বা বাক্যের অংশ **Past indefinite tense** হলে পরের অংশ **verb** -এর **Past perfect tense** হয়।

যেমন:

Many years passed since I (meet) him last.
Ans.: Many years passed since I had met him

last.

It was many years since I (visit) there.
Ans.: It was many years since I had visited there.

9. Passive voice-এ সর্বদা verb-এর past participle form হয়।

যেমন: This work was (do)by him.

Ans.: This work was done by him.

The problem has been (solve) by him.

Ans.: The problem has been solved by him.

The school was (close) for sine die.

Ans.: The school was closed for sine die.

10. Simple sentence-এ দুটি verb থাকলে দ্বিতীয় verb-এর সঙ্গে ing যোগ হয় অথবা দ্বিতীয় verbটির আগে to বসে।

যেমন: He saw the boy (play) in the field.

Ans.: He saw the boy playing in the field.

I heard him (speak).

Ans.: I heard him speaking.

He helps me (make) the house.

Ans.: He helps me making the house.

11. Note : দ্বিতীয় verbটি যদি উদ্দেশ্য বোঝাতে ব্যবহৃত হয় তবে দ্বিতীয় verb-এর আগে to বসে।

যেমন: I went to the library (read) newspaper.

Ans.: I went to the library to read newspaper.

He repaired the boat (sell) it.

Ans.: He repaired the boat to sell it.

12. Modal auxiliary verb যেমন : can, could, may, might, should, would, ought to, used to, must ইত্যাদি থাকলে মূল verb-এর present form হয়।

যেমন: He can (do) it easily. Ans.: He can do it easily.

Everybody should (respect) his parents.

Ans.: Everybody should respect his parents.

It may (rain) today. Ans.: It may rain today.

13. সাধারণত sentence যদি ভবিষ্যৎ নির্দেশক শব্দ বা phrase যেমন: tomorrow, the day after tomorrow, in future, next ইত্যাদি থাকলে future indefinite tense হবে এবং verb-এর present form বসে।

যেমন: I (go) to Dhaka tomorrow.

Ans.: I shall go to Dhaka tomorrow.

He (join) there the next day.

Ans.: He will join there the next day.

14. Sentence-এর subject singular number হলে verb singular হয় এবং subject plural হলে verb plural number হয়।

যেমন: The taste of the mangoes (to be) sour.

Ans.: The taste of the mangoes is sour.

The flowers of the garden (to be) beautiful.

Ans.: The flowers of the garden are beautiful.

These papers (to be) printed.

Ans.: These papers are printed.

15. মূল verb-এর আগে to be বা having থাকলে verb-এর past participle form হয়।

যেমন: A community centre is going to be (establish).

Ans.: A community centre is going to be established.

I do not mind (have) a cup of coffee.

Ans.: I do not mind having a cup of coffee.

He went home (have) his salary.

Ans.: He went home having his salary.

16. সাধারণত It is time, it is high time, wish ইত্যাদির পরে subject ও bracket-এ মূল verb থাকলে verb-এর past form হয়।

যেমন: It is time you (finish) a course on English language.

Ans.: It is time you finished a course on English language.

I wish I (sing). Ans.: I wish I sang.

আবার, It is time, it is high time-এর পর যদি bracket-এ মূল verb থাকে, তবে ওই verb-এর আগে to বসবে এবং ওই verb অপরিবর্তিত থাকবে।

যেমন: It is time (play). Ans.: It is time to play.

It is high time (stand) by the flood-affected people.

Ans.: It is high time to stand by the flood-affected people.

17. As if, as though, wish ইত্যাদি থাকলে **subject-এর পরে be verb-এর পরিবর্তে were** বসে।

যেমন: He behaves as if he (be) a leader.

Ans.: He behaves as if he were a leader.

I wish I (be) a millionaire.

Ans.: I wish I were a millionaire.

18. As if, as though দ্বারা দুটি **clause** যুক্ত থাকলে প্রথম **clause**টি **Present tense** হলে পরবর্তী **clause**টি **Past indefinite** হয়। প্রথম **clause**টি **Past tense** হলে পরের **clause**টি **Past perfect tense** হয়।

যেমন: He behaves as if he (buy) the car.

Ans.: He behaves as if he bought the car.

He spoke as though he (do) a great task.

Ans.: He spoke as though he had done a great task.

19. While যুক্ত **sentence-এ while-এর পরে verb** থাকলে **verb-এর সঙ্গে ing** যোগ হয়। আবার **while-এর পরে subject** থাকলে **Past continuous tense** হয়।

যেমন: While (take)

dinner, he received the phone. Ans.: While

taking dinner, he received the phone.

While I (play) in the field, I saw him coming.

Ans.: While I was playing in the field, I saw him coming.

20. Lest দ্বারা দুটি **clause** যুক্ত থাকলে **lest-এর পরবর্তী subject-এর সঙ্গে auxiliary verb 'should'/'might'** বসে।

যেমন: Read attentively lest you (fail) in the examination.

Ans.: Read attentively lest you should fail in the examination.

Walk fast lest you (be) late in your class.

Ans.: Walk fast lest you might be late in your class.

21. Would that দ্বারা **sentence** শুরু হলে **subject-এর পরে could** বসে এবং মূল **verb-এর Present form** হয়।

যেমন: Would that I (be) a bird!

Ans.: Would that I could be a bird!

Would that I (visit) Cox's Bazar .

Ans.: Would that I could visit Cox's Bazar.

22. সাধারণত each, one of, every, either, neither ইত্যাদি দ্বারা কোনো **subject** গঠিত হলে সেটি **third person singular number** হয়। তাই এদের পরের **verb**টিও **singular number** হয়।

যেমন:

Each boy (come) here. Ans.: Each boy comes

here.

Everybody (wish) to be happy. Ans.:

Everybody wishes to be happy.

23. Adjective-এর আগে the বসলে **subject**টি

plural হয় এবং তদনুযায়ী **verb** বসে।

যেমন: The virtuous (to be) blessed.

Ans.: The virtuous are blessed.

The poor (live) from hand to mouth.

Ans.: The poor live from hand to mouth.

24. Titles, names, phrase of measurement দেখতে **plural** হলেও **singular verb** হয়।

যেমন: Thirty miles (to be) a long way.

Ans.: Thirty miles is a long way.

Star Wars (to be) an excellent movie.

Ans.: Star Wars is an excellent movie.

Eight hours (to be) a long time to work.

Ans.: Eight hours is a long time to work.

25. কোনো sentence 'It' দ্বারা শুরু হলে পরবর্তী verb singular হয়।

যেমন: It (to be) difficult to do.

Ans.: It is difficult to do.

It (to be) you who have done this.

Ans.: It is you who have done this.

26. কোনো sentence যদি introductory there দ্বারা শুরু হয় এবং তারপর singular number থাকে, there-এর singular verb হয়। আর যদি there-এর পরে plural number থাকে তবে plural verb হয়।

যেমন: There (to be) a big river beside our village.

Ans.: There was a big river beside our village.

There (to be) a lot of work left for us.

Ans.: There were a lot of work left for us.

27. Let, had better, had rather, would better, would rather ইত্যাদি থাকলে **form** বসে।

যেমন: I would rather die than (beg) .

Ans.: I would rather die than beg.

Would you let me (go) there?

Ans.: Would you let me go there?

28. If যুক্ত clause-এর প্রথম অংশ Present indefinite tense হলে পরের অংশ Future indefinite হয়, অর্থাৎ structureটি হয় 'If + Present+ Future'.

যেমন: If you work hard, you (prosper) in life.

Ans.: If you work hard, you will prosper in life.

If he reads more he (pass) in the examination.

Ans.: If he reads more, he will pass in the examination.

29. If-যুক্ত clause-এর প্রথম অংশ Indefinite tense হলে পরের অংশে subject-এর পরে would/could/might বসে এবং verb-এর Present form হয়। অর্থাৎ, structureটি হয় 'If + Past indefinite'—(Subject +would/could/might + verb-এর Present form)।

যেমন: If he agreed, I (give) the money.

Ans.: If he agreed, I would give the money.

If you studied, you (get) a good result.

Ans.: If you studied, you would get a good result.

If they tried, they (succeed).

Ans.: If they tried, they would succeed.

30. If-যুক্ত clause-এর প্রথম অংশ Past perfect tense হলে পরের অংশে subject-এর পরে would have/could have/might have বসে এবং verb-এর Past participle form হয়।

যেমন: If you had finished it sincerely, you (get) a profit. Ans.: If you had finished it sincerely, you would have got a profit. If I had possessed vast wealth, I (help) the poor people.

Ans.: If I had possessed vast wealth, I would have helped the poor people.

31. To ব্যাতিত preposition-এর পরের verb-এর সঙ্গে ing যুক্ত হয়।

যেমন: He is now engaged in (read).
Ans.: He is now engaged in reading.
One can gather knowledge by (travel).
Ans.: One can gather knowledge by traveling.

32. Can not help, could not help, look forward to, with a view to, get used to, mind ইত্যাদির পরে verb-এর সঙ্গে ing যুক্ত হয়।

যেমন: He came to Dhaka with a view to (find) a job.
Ans.: He came to Dhaka with a view to finding a job.
I cannot help (laugh).
Ans.: I cannot help laughing.

33. কোনো sentence-এর শুরুতে subject-এর স্থানে verb থাকলে verb-এর সঙ্গে ing যোগ হয়।

যেমন: (To swim) is a good exercise.
Ans.: Swimming is a good exercise.
(To speak) is an art.
Ans.: Speaking is an art.

34. If-যুক্ত clause-এর প্রথমটিতে subject-এর পর were থাকলে দ্বিতীয় অংশে subject-এর পরে would/could/ might বসে এবং verb-এর Present form বসে। আবার, would have/could have/would have-ও বসতে পারে। সেক্ষেত্রে verb-এর Past participle form বসে।

যেমন: If I were an artist, I (draw) a nice picture.
Ans: If I were a artist, I would draw a nice picture.
If I were a billionaire, I (establish) a hospital for the poor.
Ans.: If I were a billionaire, I would establish a hospital for the poor.

35. Had-এর পরে subject এবং verb-এর Past participle থাকলে পরবর্তী clause-এর subject-এর পরে would have/could have/might have + verb-এর Past participle form বসে।

যেমন: Had I been a teacher, I (talk) the real story to my students.
Ans.: Had I been a teacher, I would have talked the real story to my students.

36. Verb 'to be'-বিহীন sentence-কে negative বা interrogative করতে হলে tense ও subject-এর number ও person অনুসারে do, does, did ব্যবহার করতে হবে।

যেমন: We not (play) Ha-du-du.

Ans.: We do not play Ha-du-du.

She not (play) football.

Ans.: She does not play football.

37. সাধারণত preposition—on, in of, for, from, by, after at, beyond, upon, against, with, without, before ইত্যাদি—এর পরে verb-এর সঙ্গে ing যোগ হয়।

Rina is busy in (do) her homework.

Ans.: Rina is busy in doing her homework.

Keep on (try) hard.

Ans.: Keep on trying hard.

38. Interrogative sentence যদি who, what, why, which, when, where, whose, how ইত্যাদি question word দ্বারা শুরু হয়, তাহলে subject-এর আগে tense ও person অনুযায়ী auxiliary verb ব্যবহার করতে হবে।

Why he (look) so happy?

Ans.: Why does he look so happy?

When father (come)?

Ans.: When will father come?

39. সাধারণত নিচে লিখিত verb-গুলোর পরে gerund বসে। যেমন: admit, enjoy, report, appreciate, finish, recent, avoid, mind, resist, miss, resume, consider, postpone, risk, delay, practice, suggest, escape,

imagine, save, recall, prevent, propose, stop, deny, quit ইত্যাদি।

We enjoy (watch) TV.

Ans.: We enjoy watching TV.

I have finished (writing).

Ans.: I have finished writing.

