

## Introduction

There is no doubt that knowledge of grammar rules is essential for the mastery of a language - we cannot use words unless we know how they should be put together. Someone knowing the language knows more than how to understand, speak, read, and write. He / She knows how sentences are used *to communicate*. We are required to use our knowledge of the language system in order to achieve some kind of communicative purpose. We learn not only how to compose a correct sentence as an isolated unit, but we also learn how to use sentences appropriately in different contexts. A learner needs to know how to make and understand utterances which express certain concepts, perform certain communicative acts.

*The Longman Dictionary of Contemporary English* defines **grammar** as: **rules by which words change their forms and are combined into sentences**. In other words, grammar is the way a language manipulates and combines words in order to form longer units of meaning – clauses and sentences. Our knowledge of the grammar will tell us what happens to words when they become plural or negative, how to change a verb in the past tense, what to do if we want to put a phrase into a sentence, what word order is used when we make questions, or how to join two clauses to make one sentence, etc. It means that grammar includes both **morphology** (*study of the morphemes and their different forms and the way they are combined to make words*) and **syntax** (*rules for the arrangement of words into phrases and phrases into clauses and sentences*).

This grammar book focuses on the **clause/sentence** (the central units in *formal grammar*) as the basic unit of analysis in language teaching. The book groups the clauses and sentences according to their structure and meaning, shows the ways how clauses can be combined to form sentences, and provides their formal and functional characteristics in discourse.

If learners can handle a range of useful structures, and they are aware of the functional value of each and are able to substitute the content to meet their communicative needs, then they are getting what they need.