**PARTS OF SPEECH AND OTHER GENERAL INFORMATION**

* + - 1. A **verb** shows physical action, mental action or a state of being. The original form of the verb found in the dictionary is called the **infinitive**. Infinitives in Spanish end in one of three ways: **-AR, -ER, or –IR.**
      2. An **adjective** describes a noun or pronoun. Adjectives agree **in gender (masculine/feminine) and number (singular/plural)** with the noun they describe, and they are generally **placed after the noun**.
      3. **Subject pronouns** can take the place of a person’s name in a sentence.

**SINGULAR** **PLURAL**

**FIRST** **PERSON** yo = I nosotros = we

**SECOND** tú = you vosotros = y’all

**THIRD** él/ella/usted = he/she/you ellos/ellas/ustedes = they (masc.)/they (fem.)/you guys

* + - 1. Because **verb conjugations have unique endings**, **one does not always need to include subject pronouns**.
      2. “**Tú**” is used to say “**you**” to a **friend** or close acquaintance. “**Usted**” is used to say “**you**” when the speaker would like to show **respect**, or with someone the speaker doesn’t know well.
      3. There is no **’s** in Spanish. Use the word “de” and then the person’s name or relationship to you to say to whom something belongs. If the owner’s name is removed from the sentence or question, a **possessive adjective** shows ownership.
      4. If the **object** in question that belongs to someone **is not mentioned** in the sentence, **use a possessive pronoun**. Possessive pronouns agree **in gender and number with the OBJECT**, not the owner.
      5. A **direct object pronoun (DOP)** is used to say “it” or “them.” A DOP corresponds in gender and number to the noun it replaces. **A DOP goes before a conjugated verb, OR attached at the end of an infinitive, an affirmative command, or the present progressive**.
      6. **Adverbs** modify verbs, much like adjectives modify nouns. **Adverbs** often end in –**mente** in Spanish (like the English “-ly”). To form an adverb like this, use the feminine form of an adjective and add –mente to the end.

**VOCABULARY**

* + - 1. Know **Spanish I Top Ten Vocabulary Lists: greetings/goodbyes/introductions, numbers 0-100, time phrases, months/days/seasons**
      2. Know **Spanish I Top Ten Vocabulary Lists: adjectives, question words, frequency/negative words, activities, regular -AR/-ER/-IR verbs**
      3. Know **Spanish I Top Ten Vocabulary Lists: sports, places, weather expressions, school supplies, school subjects, school events and locations, TENER idioms**
      4. Know **Spanish I Top Ten Vocabulary Lists: family members, home words, chores, prepositions, stem-changing verbs**
      5. Know **Spanish I Top Ten Vocabulary Lists: food/drink, reflexive verbs, numbers 101-1,000,000, clothing, colors**
      6. Know **Next Ten Adjectives**
      7. **SABER** and **CONOCER** both mean “**to know.” SABER** means to know a **fact** or **how to do something**. **CONOCER** means to **know a person** or **be familiar with** something.

**GUSTAR**

* + - 1. The verb **GUSTAR** is used to talk about **things people like or what they like to do**.
      2. **GUSTAR** translates as “**to please**.” To use it, you’re really saying that something (a thing or an activity) pleases someone, not literally that they like it.
      3. When **more than one thing** is liked, “gusta” becomes “**gustan**.” With **more than one activity**, “**gusta**” is still used.
      4. I like = me **gusta(n);** You like = **te gusta(n);** He/she/you like(s) = **le gusta(n);** We like = **nos gusta(n);** Y’all (in Spain) like = **os gusta(n);** They/you guys like = **les gusta(n).**
      5. The short words in front of **GUSTAR** in number 20 are called **indirect object pronouns (IOP)**. They answer the question **“To whom is this action occurring?”** IOP can be used with many different verbs.
      6. When another verb immediately follows a form of **GUSTAR**, the second verb is in the infinitive form. Some other verbs that work the same way are **NECESITAR** (to need), **QUERER** (to want to), **TENER** **QUE** (to have to), **ACABAR DE** (to have just), **DEBER** (should), **PODER** (to be able to), **PENSAR** (to plan), **PREFERIR** (to prefer) and **TARDARSE EN** (to take a long time).

**PRESENT TENSE OF REGULAR VERBS**

* + - 1. Verbs are **conjugated** depending on the subject of the verb. Each subject pronoun has a different ending.
      2. To **conjugate a regular verb**, take off the last two letters. Then add the ending for the appropriate subject pronoun. The ending for **“yo” is –o**. The ending for **“tú” is –as for –AR verbs, and –es for –ER and –IR verbs**. The ending for **“él,” “ella,” or “usted” is –a for –AR verbs, and –e for –ER and –IR verbs.** The ending for **“vosotros” is –áis for –AR verbs, -éis for –ER verbs, and –ís for –IR verbs.** The ending for **“nosotros” is –amos for –AR verbs, -emos for –ER, and -imos for –IR verbs.** The ending for **“ellos,” “ellas,” or “ustedes” is –an for –AR verbs, -en for –ER and –IR verbs.**

**PRESENT TENSE OF IRREGULAR VERBS**

* + - 1. **Some verbs have irregular “yo” forms**. They don’t follow the simple “-o” pattern. One group of these verbs is sometimes referred to as **“-go” verbs**, because there is a **“g” added in just the “yo” form**. This group includes the verbs **TENER, HACER, SALIR, VENIR, TRAER, DECIR**, **PONER** …
      2. **Another group of verbs has a “y” at the end of the “yo” form**. This group includes **ESTAR, DAR, IR and SER.**
      3. **Another group of verbs has a “z” before the “c” in the “yo” form**. This group includes **PARECER and CONOCER.**
      4. **IR (“to go”)** is completely irregular. One way to remember that each **form begins with a “v”** is that you usually need a **vehicle** to go somewhere. **The endings match those of regular –AR verbs.**
      5. The **“yo”** form of **SABER** is **sé.**
      6. The “**yo**” form of **VER** is **veo**.

**SER and ESTAR**

* + - 1. **SER and ESTAR both mean “to be.”** One way to remember when each one is used is to think of the word **DOCTOR with SER**, and the word **PLACE with ESTAR**. The letters of these words correspond to the first letter of the different uses of each verb. **DOCTOR = Date, Origin, Characteristic, Time, Occupation and Relationship. PLACE = Position, Location, Action, Condition and Emotion.**
      2. **SER** is conjugated yo **soy**, tú **eres**, él/ella/usted **es**, nosotros **somos**, vosotros **sois**, ellos/ellas/ustedes **son**.
      3. **ESTAR** is conjugated yo **estoy**, tú **estás**, él/ella/usted **está**, nosotros **estamos**, vosotros **estáis**, ellos/ellas/ustedes **están**
      4. The “-**ing**” form of a verb is the **present progressive**. Use a conjugated form of the verb **ESTAR** in front of the verb. The equivalent of “-**ing**” in Spanish is “-**ndo**” (present participle): add –**ando** to the stem of –**AR** verbs, and –**iendo** to the stem of –**ER/-IR** verbs. Direct object pronouns, indirect object pronouns and reflexive pronouns can go before the conjugated form of ESTAR or attached at the end of the present participle.

**PRESENT TENSE OF STEM-CHANGING VERBS**

* + - 1. Stem-changing verbs have **an extra step** when conjugated. **The yo, tú, él/ella/usted and ellos/ellas/ustedes forms have a vowel change.**
      2. Stem-changing verbs **change** in one of four ways: **E🡪IE, O🡪UE, E🡪I or U🡪UE**.
      3. The **vowel that changes** in stem-changing verbs **is the first one back from the end** after the last two letters are taken off.
      4. The **nosotros and vosotros forms don’t change**. One way to remember this is to **envision a boot** drawn around the other four forms. Nosotros and vosotros are outside of the “boot.”

**COMMANDS**

* + - 1. **Commands** are used to tell someone **what to do/what not to do**.
      2. To **form affirmative informal commands** (to tell a friend/an acquaintance what to do), use the “**usted**” form of the present tense of the verb. Simply put, just drop the “s” from the “tú” form.
      3. To **form negative informal commands** (to tell a friend/acquaintance what NOT to do), **start with the “yo” form** of the verb, **drop the “o,”** and **add –es for –AR verbs** and **–as for –ER or –IR verbs**.
      4. There are **eight verbs** that have **irregular** affirmative command forms: **HACER (haz), DECIR (di), SALIR (sal), TENER (ten), IR (ve), PONER (pon), VENIR (ven) and SER (sé).**
      5. **Formal commands** are used with people you normally treat as “usted” and/or “ustedes.”
      6. To form **affirmative or negative formal commands start with the “yo” form** of the verb, **drop the “o,”** and **add –e (for usted) or –en (for ustedes) for –AR verbs** and **–a (for usted) or –an (for ustedes) for –ER or –IR verbs**.
      7. There are four verbs that have irregular formal command forms: **DAR (dé/den), SER (sea/sean), ESTAR (esté/estén) and IR (vaya/vayan).** The **negative informal (tú)** commandformis similar**: no des, no seas, no vayas.**

**PRESENT TENSE OF REFLEXIVE VERBS**

* + - 1. **Reflexive verbs** are used to talk about **an action someone does to themselves**.
      2. Reflexive verbs in the **infinitive** form can be recognized by the **“se” at the end**.
      3. **To conjugate** this type of verb, you must **first remove the “se” from the end**.
      4. **“Se” changes depending on the subject of the reflexive verb**. The reflexive pronouns are **“me” for yo, “te” for tú, “se” for él/ella/usted, “nos” for nosotros, “os” for vosotros, and “se” for ellos/ellas/ustedes.**
      5. The **reflexive pronoun** goes in **front of the conjugated forms** of a verb. It can **go in front of OR be attached at the end of a command, an infinitive, or the present progressive.**

**VOCABULARY**

* + - 1. Know Top Ten **People/Occupations**
      2. Know Next Ten **Places/Things in the House**
      3. Know Top Twenty **Places in the Town**
      4. Know Top Ten **Ordinal Numbers**

**PRETERITE TENSE**

* + - 1. The **preterite** tense is used to talk about what **happened at a specific point in the past and to narrate a sequence of events in the past.**
      2. **Conjugation of regular verbs in the preterite tense works similarly to conjugation in the present tense.** Take off the last two letters before adding the appropriate ending.
      3. The **yo** **ending** for the preterite tense of regular **–AR** verbs is **-é.**
      4. The **tú** **ending** for the preterite tense of regular **–AR** verbs is **–aste.**
      5. The **él/ella/usted** **ending** for the preterite tense of regular **–AR** verbs is **–ó.**
      6. The **nosotros ending** for the preterite tense of regular **–AR** verbs is **–amos.**
      7. The **vosotros ending** for the preterite tense of regular **–AR** verbs is **–asteis.**
      8. The **ellos/ellas/ustedes ending** for the preterite tense of regular **–AR** verbs is **–aron.**
      9. The **endings** for **regular –ER and –IR verbs are the same as each other in the preterite: yo = í; tú = iste; él/ella/usted = ió; nosotros = imos; vosotros = isteis; ellos/ellas/ustedes = ieron**.

**IRREGULAR PRETERITE**

* + - 1. Verbs that end in **–car, -gar** or -**zar** have irregular **yo** forms in the preterite **(c🡪qu, g 🡪 gu, and z 🡪 c).**
      2. **–IR stem-changing verbs have stem changes in the third person preterite** **(e🡪 i and o🡪 u).**
      3. When –ER and –IR verbs have a stem that ends in a vowel, the “i" in the third person becomes a “y”: “ió” becomes “yó” and “-ieron” becomes “-yeron.” In all other forms, the “i” has a written accent mark to show that it is pronounced as a separate syllable.
      4. **DAR**, **VER**, **SER** and **IR** are **irregular** in the preterite.
      5. In the preterite **DAR** is conjugated **yo di, tú diste, él/ella/usted dio, nosotros dimos, vosotros disteis, ellos/ellas/ustedes dieron.**
      6. In the preterite **VER** is conjugated **yo vi, tú viste, él/ella/usted vio, nosotros vimos, vosotros visteis, ellos/ellas/ustedes vieron.**
      7. **SER** and **IR** mean different things but are **conjugated the same in the preterite**. Use the context to distinguish the meaning.
      8. In the preterite **SER and IR** are conjugated **yo fui, tú fuiste, él/ella/usted fue, nosotros fuimos, vosotros fuisteis, ellos/ellas/ustedes fueron.**
      9. Some verbs have irregular stems and endings in the preterite: **ANDAR** (anduv-), **ESTAR** (estuv-), **PODER** (pud-), **PONER** (pus-), **QUERER** (quis-), **SABER** (sup-), **TENER** (tuv-), **VENIR** (vin-), **HACER** (hic-, hizo).
      10. The preterite endings for these verbs are **yo = e; tú = iste; él/ella/usted = o; nosotros = imos; vosotros = isteis; ellos/ellas/ustedes = ieron**. There are no accents on these endings.
      11. Some verbs have irregular stems and endings in the preterite: **DECIR** (dij-), **TRAER** (traj-), **TRADUCIR** (traduj-) .
      12. The preterite endings for these verbs are **yo = e; tú = iste; él/ella/usted = o; nosotros = imos; vosotros = isteis; ellos/ellas/ustedes = eron (NO “I”!)**. There are no accents on these endings.

**VOCABULARY**

* + - 1. Know **Next Ten Body Parts**
      2. Know **Next Twenty Sports/Extracurricular Words**
      3. Know **Next Ten Reflexive Verbs**

**IMPERFECT**

* + - 1. The imperfect is used for ongoing or habitual actions **in the past**.
      2. The –AR endings in the imperfect are: **yo = aba; tú = abas; él/ella/usted = aba; nosotros = ábamos; vosotros = abais; ellos/ellas/ustedes = aban**.
      3. The –ER and –IR endings in the imperfect are: **yo = ía; tú = ías; él/ella/usted = ía; nosotros = íamos; vosotros = íais; ellos/ellas/ustedes = ían**.
      4. Three verbs are **irregular in the imperfect: IR, SER, and VER**.
      5. In the imperfect **IR** is conjugated **yo iba, tú ibas, él/ella/usted iba, nosotros íbamos, vosotros ibais, ellos/ellas/usted iban.**
      6. In the imperfect **SER** is conjugated **yo era, tú eras, él/ella/usted era, nosotros éramos, vosotros erais, ellos/ellas/ustedes eran.**
      7. In the imperfect **VER** is conjugated **yo veía, tú veías, él/ella/usted veía, nosotros veíamos, vosotros veíais, ellos/ellas/ustedes veían**.
      8. Use the imperfect to **describe physical and emotional states in the past**, to state **age in the past**, **to tell time in the past** and to state **what was going on**.

**VOCABULARY**

* + - 1. Know **Top Ten Childhood Activities**

**COMPARATIVES**

88. To make a comparison of **inequality**, use **más (adjective) que** or **menos (adjective) que**. Remember that the adjective should still agree in gender and number with the first object being described.

89. To make a comparison of **equality** using **adjectives**, use **tan (adjective) como**.

90. To make a comparison of **equality** using **nouns**, use **tanto (noun) como**. The **ending** of “tanto” should **match the noun in gender and number**.

**SUPERLATIVES**

91. **Superlatives** are used to **exaggerate** or to talk about **extremes**.

92. To **exaggerate** a description, drop the –o from an adjective and add –**ísimo**. Just like with regular adjectives, **change the ending to agree in gender and number** with the noun being described. **Some adjectives require spelling changes to maintain the original pronunciation**.

93. To talk about **extremes**, use **el/la/los/las (noun) más (adjective).** **Change the ending of the adjective to agree in gender and number with the noun being described.**

94. Several extremes have **irregular forms**: the **best** = el mejor; the **worst** = el peor; the **youngest** = el menor; the **oldest** = el mayor. Change the article “el” depending upon the noun.

**DEMONSTRATIVE ADJECTIVES**

95. **Demonstrative adjectives** are words like **this (este)** and **that (ese).** You can remember which word is which by thinking that “**this** one is **close enough** to **T**OUCH” (has a “t” in it).

96. Spanish has an additional demonstrative adjective to talk about something **really far away** (*that one over there*) – **aquel**. Different forms are **aquel, aquella, aquellos, aquellas**.

97. Like other adjectives, the **endings of demonstrative adjectives change according to the noun being described**: est**e**, est**a**, est**os**, est**as**; es**e**, es**a**, es**os**, es**as**. Note that esta and estas have **no accent** – **pronunciation is different from the similar-looking forms of ESTAR.**

**PAST PARTICIPLES**

98. The **past participle** is formed by **dropping the -AR** from the stem of the verb and **adding -*ado*** or **dropping the –ER/-IR** from the stem and **adding *ido***.

99. **Past participles may be used as adjectives**.

100. **When used as adjectives**, the past participle **agrees in number and gender with the noun** it modifies.

101. **Irregular** past participles include **roto (ROMPER), abierto (ABRIR), dicho (DECIR), hecho (HACER), escrito (ESCRIBIR), puesto (PONER), revuelto (REVOLVER), visto (VER), frito (FREÍR) and muerto (MORIR).**

**VOCABULARY**

102. Know **Next Ten Food Words**

103. Know **Next Ten Clothing/Shopping Words**

104. Know **Top Ten Nature Words**

105. Know **Top Ten Travel Words**

**FUTURE TENSE**

106. The **future tense** describes **what will take place in the future**. It is also used to describe a **probable situation in the present tense**.

107. **There is one set of endings for the future tense for all verbs: –AR, -ER, and –IR**. The endings are **added to** **the infinitive** of the verbs. The endings are: **yo = é; tú = ás; él/ella/usted = á; nosotros = emos; vosotros = éis; ellos/ellas/ustedes = án.**

108. Some verbs have **irregular stems** in the future tense: **HABER (habr-), PODER (podr-), TENER (tendr-), VALER (valdr-), QUERER (querr-), VENIR (vendr-), SALIR (saldr-) HACER (har-), DECIR (dir-), PONER (pondr-).**

**CONDITIONAL TENSE**

109. The **conditional tense** is used to state what ***would* happen.**

110. There is **one set of endings** for the conditional tense. The endings are added to **the infinitive** of the verbs. The endings are: **yo = ía; tú = ías; él/ella/usted = ía; nosotros = íamos; vosotros = íais; ellos/ellas/ustedes = ían**.

111. The **irregular stems** of the conditional are the **same as the irregular stems of the future tense**.

**THE SUBJUNCTIVE**

112. The subjunctive is another **mood**, not another tense.

113. The **indicative** mood is used to express what one **knows** or **believe**s to be true, whereas the **subjunctive** is used to express **uncertainty, wishes, hopes or to persuade**.

114. An **independent** clause is the **main idea** of the sentence. It is **not** **dependent on another clause** for meaning and context.

115. A **dependent** clause is the **subordinate idea** of the sentence. It is **dependent on another clause** for meaning and context.

116. An **independent clause** is **joined to a dependent clause by *que***. If **the independent clause expresses certainty or what the speaker knows or believes to be true, the dependent clause will be in the indicative mood**. If **the independent clause expresses a hopes, wishes, uncertainty or persuasion, the dependent clause will be in the subjunctive mood**.

117. The following **independent clauses** indicate that the **indicative** mood will be used in the dependent clause: **creo** (or other conjugation of CREER) (I believe), **no dudo** (I do not doubt), **es cierto** (It is certain), **es obvio** (It is obvious), **es claro** (It is clear), **es seguro** (It is sure), **es verdad** (it is true).

118. Independent clauses/verbs that convey **hopes/wishes, subjectivity, doubt,** and **verbs that are used to persuade** will be **followed by dependent clauses in the subjunctive mood**.

119. The subjunctive is formed by dropping the “**o**” from the yo form of the **present indicative** and adding the subjunctive endings.

120. The **–AR** endings in the subjunctive are: **yo= e, tú= es, él/ella/usted= e, nosotros= emos, vosotros= éis, ellos/ellas/ustedes= en.**

121. The **–ER and -IR** endings in the subjunctive are: **yo= a, tú= as, él/ella/usted= a, nosotros= amos, vosotros= áis, ellos/ellas/ustedes= an.**

122. **DAR, ESTAR, HABER, IR, SABER and SER** are irregular in the subjunctive.

1. In the subjunctive **DAR** is conjugated **yo dé, tú des, él/ella/usted dé, nosotros demos, vosotros deis, ellos/ellas/ustedes den.**
2. In the subjunctive **ESTAR** is conjugated **yo esté, tú estés, él/ella/usted esté, nosotros estemos, vosotros estéis, ellos/ellas/ustedes estén.**
3. In the subjunctive, **HABER** is conjugated **yo haya, tú hayas, él/ella/usted haya, nosotros hayamos, vosotros hayáis, ellos/ellas/ustedes hayan.**
4. In the subjunctive, **IR** is conjugated **yo vaya, tú vayas, él/ella/usted vaya, nosotros vayamos, vosotros vayáis, ellos/ellas/ustedes vayan.**
5. In the subjunctive, **SABER** is conjugated **yo sepa, tú sepas, él/ella/usted sepa, nosotros sepamos, vosotros sepáis, ellos/ellas/ustedes sepan.**
6. In the subjunctive, **SER** is conjugated **yo sea, tú seas, él/ella/usted sea, nosotros seamos, vosotros seáis, ellos/ellas/ustedes sean.**