

completing sentence করার সহজ উপায় | completing sentence এর নিয়ম pdf | completing sentence টেকনিক

আসসালামু আলাইকুম বন্ধুরা। সবাই কেমন আছেন? আল্লাহর অশেষ মেহেরবানীতে আমিও ভালো আছি। আজকে আপনাদের জন্য নিয়ে আসলাম completing sentence করার সহজ নিয়ম।

আশা করি এই পোস্টটি আপনাদের খুব উপকারে আসবে। তাহলে দেড়ি না করে চলুন শুরু করি আজকের বিষয়টি।

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Completing Sentence- বাক্য সমাপ্তিজ্ঞাপক শব্দ-

Rule 1: WH-Question ১০টি, As, Since, Because, Though, Although মোট ১৫টি

When=যখন-তখন

Where=যেথায়-সেথায়

How=যেভাবে-সেভাবে

As, Since, Because=যেহেতু-সেহেতু

Though, Although=যদিও=তবুও

১ম Clause Present হলে ২য় Clause Present

১ম Clause Past হলে ২য় Clause Past

Examples:

Though he is poor, he is honest

When I saw him, I called him.

Rule 2: If=যদি (Incase, Unless=যদি-না, Provided)

If + ১ম Clause Present Indefinite(Present form) , ২য় Clause future indefinite(Shall/Will/Can/May/Must +Present form

Examples:

If it rains, we shall not go.

If he wants, I shall help him.

If you play in the rain, you will catch cold.

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Rule 3: If + ১ম Clause Past Indefinite(Past Form) , ২য় Clause Subject+ would/could/might + verb (present form).

Examples:

If he came, I would go.

If they wanted, we would help him.

If I had a typewriter, I would type the letters.

Rule 4: If + ১ম Clause Past Perfect (Had+V.P.P), ২য় Clause Subject+ would have/could have/might have + verb (past participle form).

Examples:

If I had seen him, I could have told him the news.

If they had started earlier, they could have got the train.

If she had tried, she would have succeeded.

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Rule 5: ১ম Clause Had + Subject+ Past Participle Form , ২য় Clause Subject+ would have/could have/might have + verb (past participle form).

Examples:

Had I seen him, I would have given him the news.

Had he wanted, they would have helped him.

Had I possessed a vast property, I would have established a college.

Rule 6: ১ম Clause If + Subject + were, ২য় Clause Subject+ would + verb (present form).

Examples:

If I were a king, I could help the poor.

If I were you, I would not do this.

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Rule 7: Would that/ I wish + were +

Examples:

I wish I were a king.

Would that he were alive today.

Rule-8: Relative pronoun - যেমন who, which, what, that, whose, whom ইত্যাদি কোন incomplete sentence এর শেষে থাকলে এদের Antecedent এর Number ও person অনুসারে পরবর্তী verb এর নির্ধারিত হয়ে থাকে। যেমনঃ

Incomplete: I know the boy who —

Complete: I know the boy who has stood first.

Incomplete: I have a pet dog which ————

Complete: I have a pet dog which likes meat.

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Rule 9: It is time (এখনই সময়/ এখনই উপযুক্ত সময়)+ to + verb (present form) +

Examples:

It is time to start the work.

It is time to leave the place.

Rule 10: It is time + subject + verb (past form) +

Examples:

It is time we went home.

It is time they earned their livelihood.

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Rule 11: It is time + for + personal object + to + verb (present form) +

Examples:

It is time for us to attack the enemy.

It is time for them to start the work.

Rule 12: Present Indefinite + as if/as though (যেন)+ past indefinite.

Examples:

He tells the story as if he knew it.

He runs fast as though he were a mad man.

They donate money as if they were rich man.

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Rule 13: Past Indefinite + as if/as though + past perfect.

Examples:

Reyad told the story as if he had known it.

She proceeded as though I had not spoken.

Rule 14: Would you mind (দয়া অর্থে) + verb(ing) +?

Examples:

Would you mind taking a cup of tea?

Would you mind opening the door?

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Rule 15:so much/many + + that + 1st subject + can/cannot +

Examples:

You have so much intelligence that you can get a job.

There are so many problems that I cannot solve them.

You have so much money that you can buy a ticket.

Rule 16:too + adjective + to + verb (present form).

Examples:

The man is too old to work.

You are too short to touch the roof.

He is too dishonest to speak the truth.

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Rule 17:too + adjective/adverb + for + personal object + to + verb (present form).

Examples:

The load is too heavy for me to carry.

The problem was too hard for them to solve.

It is too interesting for us to overlook.

Rule 18: স্ম Clause Present so + adjective/adverb + that + 1st subject + cannot + verb (present form).

Examples:

Many farmers are so poor that they cannot cultivate their land.

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Rule 19: স্ম Clause Past so + adjective/adverb + that + 1st subject + couldn't + verb (present form).

Examples:

The man was so ill that he could not move.

Rule 20: ১ম Clause Present so that /in order that+ 1st subject + can/may/ + verb (present form) +

Examples:

The boy reads more so that he can make a good result.

We eat food so that we can get strength.

He works hard so that he can earn more money.

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Rule 21: ১ম Clause Past so that /in order that+ 1st subject + could/might + verb (present form) +

Examples:

He went to a shop in order that he could sell her shirt.

I saved some money in order that I could buy some books.

They came to me in order that they could see me personally.

Rule 22:lest + 1st subject + should + verb (present form) +

Examples:

He ran away lest he should be seen.

Read diligently lest you should fail in the examination.

He walked fast lest he should reach school in time.

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Rule 23:how + to + verb (present form) +

Examples:

He doesn't know how to play cricket.

They knew how to talk.

Do you know how to drink tea?

Rule 24: Without + verb(ing) + (meaningful negative sentence).

Examples:

Without reading more you cannot pass. Without taking physical exercise we cannot keep our body fit.

He will not be able to write well without writing much.

Rule 25: By + verb(ing) + (meaningful affirmative sentence).

Examples:

By reading more we can learn more.

By drinking clean water you can keep your body fit.

We can get power by eating rice and bread.

Rule 26:provided/provided that/providing that/if + (meaningful sentence).

Examples:

I will agree to go providing that my expenses are paid.

He will shine in life provided that he works hard.

The plane will take off in time provided the weather is good.

Rule 27:since/as/because + (meaningful sentence).

Examples:

As he behaved rough, he was punished.

Everybody loves him because, he is honest.

Crops did not grow well since there was drought.

Rule 28:though/although/in spite of/despite of + (alternative meaningful sentence).

Examples:

Though he is poor, he is honest.

In spite of his poverty, he helps the poor.

Although he is rich, he does not help the poor.

Rule 29:unless/if...not + (meaningful affirmative sentence).

Examples:

Unless you read attentively, you will fail.

If you not start at once, you will miss the train.

Rule 30:instead of/in lieu of + (meaningful word or sentence).

Examples:

Instead of history he took logic.

The boy bought pen instead of pencils.

He ate fish in lieu of meat.

Rule 31:because of/on account of/owing to/due to + (meaningful word or sentence).

Examples:

Everybody loves him because of his honesty.

On account of his illness he could not go to the college.

The writer dared not drive due to fog.

Rule 32:no sooner...than/scarcely had...when/hardly had...when + past indefinite tense.

Examples:

No sooner had I gone out than he came.

Scarcely had we reached the station when the train left.

Hardly had he reached the college when the examination began.

Rule 33:let alone + (meaningful word or phrase).

Examples:

He cannot pass in third division, let alone first division.

I cannot swim a kilometer, let alone ten kilometers.

The old farmer cannot visit a small town, let alone a big town.

Rule 34:the place + where + (meaningful affirmative sentence).

Examples:

Jessore is the place where he was born.

A railway station is a place where trains stop.

Paris is the city where UNESCO headquarter is.

Rule 35:the time/year/day + when + (meaningful affirmative sentence).

Examples:

Saturday is the day when the week begins.

1971 is the year when Bangladesh became independent.

10 P. M. is the time when we go to bed.

Rule 36:that + (meaningful sentence).

Examples:

I know that he is a doctor.

He knows that my address is Jessore.

Rule 37:feel, suppose, imagine, discover, know, judge, assume + to be + adjective.

Examples:

We assumed him to be innocent.

He was judged to be guilty.

I know him to be honest.

Rule 38:as long as + (meaningful sentence).

Examples:

Wait here as long as it rains.

Allah will help us as long as our aim is honest.

Rule 39:till/until + (meaningful affirmative sentence).

Examples:

Wait until, I come back.

Mother will be nursing him till, he comes round.

Rule 40:in case + (meaningful sentence).

Examples:

I will come tomorrow in case he wants me.

I want to stay home in case he comes.

He will carry an umbrella in case it rains.

Rule 41:would rather/sooner + verb + than + verb/noun.

Examples:

I would rather die than beg.

He would rather drink tea than coffee.

Rule 42:had better + verb (present form) +

Examples:

I had better ring him at once.

You had better leave the place.

He had better go home.

Rule 43: Present/Future Indefinite Tense + when/after + present perfect.

Examples:

You can go to sleep when, you have taken your dinner.

You will return me the book after, you have finished reading it.

He will swim after, he has changed his dress.