

15 Common Grammar Mistakes in Written and Oral Work

11. A verb is missing from the sentence:

- a) I just spoken to Emma and she really busy.
- b) My boss leaving next week to start a new job.

Advice: Don't miss out verbs – even little ones!

- a) I have just spoken to Emma and she's really busy.
- b) My boss is leaving next week to start a new job.

12. A preposition is missing from a sentence:

- a) Bill Clinton was the 42nd President the USA.
- b) I put my bag the table.

Advice: Don't miss out prepositions, no matter how unimportant they look:

- a) Bill Clinton was the 42nd President of the USA.
- b) I put my bag on the table.

13. The meaning isn't clear or the sentence doesn't make sense:

- a) I got the train at six thirty and arrived when I got to work early.
- b) My favourite food is Chinese because I can't go out and get it very often.

Advice: Does your sentence make sense? Make sure the reader can understand what you are trying to say:

- a) I got the train at six thirty and arrived at work early.
- b) My favourite food is Chinese, but I don't go out and get it very often.

14. The infinitive is used incorrectly:

- a) I'm going talk about my country.
- b) Kevin wanted to going to the museum with his class.

Advice: Use the infinitive correctly – 'to' + infinitive, rather than mixed tenses:

- a) I'm going to talk about my country.
- b) Kevin wanted to go to the museum with his class.

15. There are incomplete sentences, e.g. a sentence that doesn't contain a subject-verb-object:

- a) Not good.
- b) We're going to.

Advice: Try not to use very short, incomplete sentences, e.g. a sentence that doesn't contain a subject-verb-object:

- a) That was not good.
- b) We're going to eat out later.