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Grammar Reference

Reduced time clauses

To make a reduced time clause, the subject of the clause is deleted, and the verb is changed to an *-ing* form. A time clause with *before*, *after*, or *while* can be reduced only if the subject in the sentence's other clause is the same.

Example:

Before ***I go to sleep***, I like to listen to music.
Before ***going to sleep***, I like to listen to music.
I like to listen to music before ***going to sleep***.

Once, *every time*, *till*, *as*, *the first / next / last time*, and many other time expressions can be used in time clauses. Time clauses beginning with these expressions cannot be reduced.

Example:

As soon as / Once I drink that first cup of tea, I'm ready for the day.
Whenever / Every time I stay out late, I find it difficult to get up the next morning.
I rarely stay at the office ***until / till*** I've finished all my work.
I like to listen K-pop ***as*** I'm eating dinner.
The last time I saw you, I was still a little boy.

Clauses stating reasons and conditions

“Even if” is used to introduce a condition that does not influence the main clause.

Example:

I usually lie awake at night, ***even if*** I'm really tired.

“Considering that” is used to introduce causes and reasons that explain the main clause.

Example:

I'm lucky I can get by on six hours of sleep,
considering that most people need eight.

“As long as” is used to introduce a condition on which the main clause depends.

Example:

I can manage on five hours of sleep, ***as long as*** I take a nap during the day.

“Unless” is used to introduce something that must happen in order to avoid a consequence.

Example:

Unless I get a good night’s sleep, I can easily fall asleep at school, at work, or even on the bus.

“Just in case” is used to introduce an undesirable circumstance that needs to be taken into account.

Example:

I always set two alarm clocks ***(just) in case*** one of them doesn’t go off.

“Only if” or **“only....if”** is used to introduce a condition that must be met for the main clause to be true.

Example:

I ***only*** wake up early ***if*** I have somewhere to be in the morning.

I wake up early ***only if*** I have somewhere to be in the morning.

The following are all additional commonly used clauses that state reasons and conditions.

Now that introduces a change in general circumstances that explains the main clause. ***Now that*** means **“because now”**.

Example:

Now that I have a job that starts early, I have to leave the house by 6:30.

Whether or not introduces a condition that might or might not occur and which will not influence the main clause.

Note: There are two possible positions.

Example:

She goes jogging every morning ***whether or not*** it's bad weather.

She goes jogging every morning ***whether*** it's bad weather ***or not***.

Provided / Providing (that) introduces a condition that must be met for the main clause to be true.

Example:

Provided that I get all my schoolwork done, my weekend will be free.

Providing that I get a promotion, I'll stay with my company a few more years.