

CHANGING SENTENCE SSC AND HSC

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Sentence অর্থানুসারে ৫ প্রকার।

- ◆ Sentence গঠন অনুসারে ৩ প্রকার।
- ◆ Voice Change ২ প্রকার।
- ◆ Degree ৩ প্রকার।

Rule 1: Only/ alone/ merely → এর স্থানে → None but (ব্যক্তি বুঝালে)/ nothing but (বস্তু বুঝালে)/ not more than or not less than (সংখ্যা বুঝালে)

Example:

- ◆ Aff: Only Allah can help us.
- ◆ Neg: None but Allah can help us.
- ◆ Aff: He has only a pen.
- ◆ Neg: He has nothing but a pen.
- ◆ Aff: He has only twenty taka.
- ◆ Neg: He has not more than twenty taka.

Rule 2: Must/Have to /Has to → স্থানে → Cannot but + মূল verb/ Cannot help + (v+ing).

Example:

- ◆ Aff: We must obey our parents.
- ◆ Neg: we cannot but obey our parents/ we cannot help obeying our parents.

Rule 3: Both ___ and → স্থানে → not only ___ but also.

Example:

- ◆ Aff: Both Farhan and Fatema were excited.
- ◆ Neg: Not only Dolon but also Dola were excited

Rule 4: and (যদি দুইটি শব্দ যোগ করে) → স্থানে → Not only ___ but also.

Example:

- ◆ Aff: He was obedient and gentle.
- ◆ Neg: He was not only obedient but also gentle.

Rule 5: Everyone/ everybody/ every person/ (every + common noun)/ all → স্থানে → There is no + attached word + but.

Example:

- ◆ Aff: Every mother loves her child.
- ◆ Neg: There is no mother but loves her child.

Rule 6: As soon as → স্থানে → No sooner had ___ Than.

Example:

- ◆ Aff: As soon as the thief saw the police, he ran away.
- ◆ Neg: No sooner had the thief seen the police than he ran away.

Rule 7: The Superlative degree → স্থানে → No other + attached word + verb + so/as + positive form + as + subject.

Example:

Example:

- ◆ Aff: Dhaka is the biggest city in Bangladesh.
- ◆ Neg: No other city is as big as Dhaka in Bangladesh.

Rule 8: প্রতিশব্দ Not যুক্ত করে বিপরীত শব্দ হবে।

Example:

- ◆ Aff: I shall remember you.
- ◆ Neg: I shall not forget you.

Rule 9: Always → স্থানে → Never প্রতিশব্দ বিপরীত শব্দ হবে।

Example:

- ◆ Aff: Rahim always attends the class.
- ◆ Neg: Rahim never misses the class.

Rule 10: Too ___ to → স্থানে → so ---that + Present হলে can not/ Past হলে could not.

Example:

- ◆ Aff: He is too weak to walk.
- ◆ Neg: He is so weak that he cannot walk.

Rule 11: As – as → স্থানে → Not less – than.

Example:

- ◆ Aff: Fatema was as wise as Rimi.
- ◆ Neg: Fatema was not less wise than Rimi.

Rule 12: Universal truth are change by making them negative interrogative.

Example:

- ◆ AFF: THE SUN SETS IN THE WEST.
- ◆ Neg: Doesn't the Sun set in the west.

Rule 13: Sometimes স্থানে → Not + always.

Example:

- ◆ Aff: Rafez sometimes visits me.
- ◆ Neg: Rafez doesn't always visit me.

Rule 14: Many → স্থানে → Not a few.

Example:

- ◆ Aff: I have many friends.
- ◆ Neg: I donot have few friends.

Rule 15: A few → স্থানে → not many.

Example:

- ◆ Aff: Bangladesh has a few scholars.
- ◆ Neg: Bangladesh doesn't have many scholars.

Rule 16: Much → স্থানে → A little.

Example:

- ◆ Aff: He belongs much money.
- ◆ Neg: He doesn't belong a little money.

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Rule 17: A little → স্থানে → not much.

Aff: Dolon has a little riches.

Neg: Dolon doesn't have much riches.

Assertive to Interrogative

◆ Present Form = Don't?

◆ Past Form = Didn't?

◆ Verb + s/ es = Doesn't?

◆ Auxiliary Verb = Auxiliary Verb + n't?

◆ Every/ Some/ All/ Body = Who?

Rule 1: যদি sentence টি affirmative হয়ে তাহলে negative interrogative করতে হবে। আর যদি negative হয় তাহলে affirmative interrogative করতে হবে।

Example:

◆ Ass: He was very gentle.

◆ Int: wasn't he very gentle?

◆ Aff: He is not a good person.

◆ Int: Is he a good person?

Rule 2: যদি auxiliary verb না থাকে।

◆ Present form হলে Do/ Don't

◆ Past form হলে Did/ Didn't.

◆ Verb+s,es হলে Does/ Doesn't

Example:

◆ Ass: He plays Football.

◆ Int: Doesn't he play football?

◆ Ass: They did not play football yesterday.

◆ Int: Did they play football yesterday?

Rule 3: Never → স্থানে → Ever.

Example:

◆ Ass: I never drink tea.

◆ Int: Do I ever drink tea?

Rule 4: Everybody/everyone/ All → স্থানে → Who + Don't/Doesn't/ Didn't

Example:

◆ Ass: wishes to be happy.

◆ Int: Who doesn't wish to be happy?

Rule 5: Every + noun → স্থানে → Is there any + noun+ Who don't/doesn't/ didn't.

Example:

◆ Ass: Every man wishes to be happy.

◆ Int: Is there any man who doesn't wish to be happy?

Rule 6: No body/ no one / None → স্থানে → Who.

Example:

◆ Ass: Nobody could count my love for you.

◆ Int: Who could ever count my love for you?

Rule 7: There is no → স্থানে → Is there any/ Who (person)/What (thing).

Example:

◆ Ass: There is no use of this law.

◆ Int: What is the use of this law?

◆ Ass: There is no man happier than Jamil.

◆ Int: Who is Happier than Jamil?

Rule 8: It is no → স্থানে → Is there any/ Why.

Example:

◆ Ass: It is no use of taking unfair means in the exam.

◆ Int: Why take unfair means in the exam?

Or, Is there any use of this law?

Rule 9: It doesn't matter → স্থানে → what though/ does it matter.

Example:

◆ Ass: It does not matter if you fail in the exam.

◆ Int: What though if you fail in the exam?

Exclamatory to Assertive

Rule 1: what a/an → স্থানে → a very (before adjective)/ a great (before noun)

Example:

◆ Ex: What a beautiful scenery!

◆ Ass: It is a very beautiful scenery.

◆ Ex: What a pity!

◆ Ass: It is a great pity.

Rule 2: How → স্থানে → Very (before adjective)/ Great (before noun)

Example:

◆ Ex: How fortunate you are!

◆ Ass: You are very fortunate.

◆ Ex: What a fool you are!

◆ Ass: You are a great fool.

Rule 3: Hurrah/ Bravo → স্থানে → I/we rejoice that/ It is a matter of joy that.

Example:

◆ Ex: Hurrah! We have won the game.

◆ Ass: It is a matter of joy that we have won the game.

Rule 4: Alas → স্থানে → I/we Mourn that/ It is a matter of sorrow or grief that.

Example:

◆ Ex: Alas! He has failed.

◆ Ass: We mourn that he has failed.

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Rule 5: Had/ were/ If /Would that (at the out set) → স্থানে → I wish + subject again + were/had + rest part.

Example:

- ◆ Ex: Had I the wings of a bird!
- ◆ Ass: I wish I had the wings of a bird.
- ◆ Ex: Were I a bird!
- ◆ Ass: I wish I were a bird.
- ◆ Ex: If I were young again!
- ◆ Ass: I wish I were young again.
- ◆ Ex: would that I could be a child!
- ◆ Ass: I wish I could be a child.

Imperative to Assertive

Rule 1: subject + should + verb.

Example:

- ◆ Ex: Do the work.
- ◆ Ass: you should do the work.

Rule 2: Please/kindly → স্থানে → you are requested to + verb.

Example:

- ◆ Ex: Please, help me.
- ◆ Ass: You are requested to help me.

Rule 3: Do not → স্থানে → You should not.

Example:

- ◆ Ex: Do not run in the sun.
- ◆ Ass: you should not run in the sun.

Rule 4: Never → স্থানে → you should never.

Example:

- ◆ Ex: Never tell a lie.
- ◆ Ass: You should never tell a lie.

Rule 5: Let us → স্থানে → We should.

Example:

- ◆ Ex: Let us go out for a walk.
- ◆ Ass: We should go out for a walk.

Rule 6: Let + noun/pronoun → স্থানে → Subject + might.

Example:

- ◆ Ex: Let him play football.
- ◆ Ass: He might play football.

Simple - Compound - Complex

Sentence গঠন অনুসারে ৩ প্রকার।

- ◆ Simple
- ◆ Compound
- ◆ Complex

Rule 1:

- ◇ Simple = Verb + ing
- ◇ Compound = and
- ◇ Complex = when/as/since

Example:

- ◆ Simple: Working hard, the boy made a good result.
- ◆ Compound: The boy worked hard and he made a good result.
- ◆ Complex: Since the boy worked hard, he made a good result.

Rule 2:

- ◇ Simple = In spite of possessive + v + ing
- ◇ Compound = But
- ◇ Complex = Though/Although

Example:

- ◆ Simple: In spite of his trying hard and soul he could not succeed in life.
- ◆ Compound: He tried hard and soul but he could not succeed in life.
- ◆ Complex: Though he tried hard and soul, he could not succeed in life.

Rule 3:

- ◇ Simple = By + ing
- ◇ Compound = Imperative sentence + and
- ◇ Complex = If Clause positive

Example:

- ◆ Simple: By working hard, you will success in life.
- ◆ Compound: Work hard and you will success in life.
- ◆ Complex: If you work hard, you will success in life.

Rule 4:

- ◇ Simple = Without + ing
- ◇ Imperative sentence + or
- ◇ Complex = If Clause Negative

Example:

- ◆ Simple: Without working hard, you will not success in life.
- ◆ Compound: Work hard or you will not success in life.
- ◆ Complex: Unless you work hard, you will not success in life.

Rule 5:

- ◇ Simple = Principal clause + Too-to + verb
- ◇ Compound = very/ much... That
- ◇ Complex = So... That

Example:

- ◆ Simple: The boy is too foolish to understand it.
- ◆ Compound: The boy is very foolish that he cannot understand it.
- ◆ Complex: The boy is so foolish that he cannot understand it.

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Rule 6:

◇ Simple = Principal clause + to + verb

◇ Compound = and

◇ Complex = So that/ In order that

Example:

Simple: He works hard to prosper in life.

Compound: He works hard and he may prosper in life.

Complex: He works hard so that he may prosper in life.

Rule 7:

◇ Simple = Principal clause + adjective + Noun

◇ Compound = and

◇ Complex = Relative Pronoun (Who, Which, That)

Example:

◇ Simple: I know the poor man.

◇ Compound: I know the man and he is poor.

◇ Complex: I know the man who is poor.

Compound to Compound

Rule 1: And যুক্ত Compound Sentence-এর একটি Clause যদি অপরটির কারণ বা সময় নির্দেশ করে, তবে উক্ত Compound Sentence টি Complex করার নিয়ম;

Structure: Since/ as/ when + 1st sentence + and পরিবর্তে (,) + 2nd sentence.

Example:

◇ Compound: He came to me and I felt tired.

◇ Complex: When he came to me, I felt tired.

Rule 2:

But যুক্ত Compound Sentence কে Complex করার নিয়ম;

Structure: Although/ though + 1st sentence + but এর পরিবর্তে (,) + বাকি sentence]

Example:

◇ Compound: The boy tried hard but could not win them atch.

◇ Complex: Though the boy tried hard hard, he could not win the match.

Rule 3:

Or যুক্ত Compound Sentence কে Complex করার নিয়ম;

Structure: If + Sub + do not + 1st Clause + or এর পরিবর্তে (,) + sub + will + or এর পরবর্তী অংশ]

Example:

◇ Compound: Do or die.

◇ Complex: If you do not do, you will die.

Rule 4:

And দ্বারা যুক্ত cause and effect এর নির্দেশক compound sentence কে so___ that দ্বারা complex sentence করা হয়।

Example:

◇ Compound: Farhan works very hard and he can shine in life.

◇ Complex: Farhan works so hard that he can shine in life.

Rule 5: And দ্বারা যুক্ত উদ্দেশ্যমূলক compound sentence কে so that দ্বারা complex sentence করা হয়।

Example:

◇ Compound: We take balance diet and we can keep good health.

◇ Complex: We take balance diet so that we can keep good health.

Simple to Compound

Rule 1: Present Participle যুক্ত Simple sentence কে compound করার ক্ষেত্রে;

Structure: 1st sub + main verb + কমার পূর্ব পর্যন্ত + (,) এর স্থলে and + sub এর পরের অংশ |

Example:

◇ Simple: Finishing the work, we went to the playground.

◇ Compound: We finished the work and went to the playground.

Rule 2: Being যুক্ত simple sentence কে compound করার ক্ষেত্রে ;

Structure: Sub + Being এর বাকি অংশ যে, tense এ থাকে সেই tense ও person অনুযায়ী to be verb বসে + being এর পরের অংশ + কমা উঠে and + sub বাদে এর পরের অংশ]

Example:

◇ Simple: Being father, he can not neglect his son.

◇ Compound: He is father and can not neglect his son.

Rule 3: Having যুক্ত বা perfect participle simple sentence কে compound sentence এ পরিবর্তন করার নিয়ম;

Structure: Sub + Tense অনুযায়ী verb 'to have' + কমার পূর্ব পর্যন্ত + and + sub এর পরের অংশ]

Example:

◇ Simple: Having written the letter, I posted it.

◇ Compound: I had written the letter and it.

Rule 4: In spite of/Despite যুক্ত simple sentence কে but দ্বারা compound করতে হয়।

Example:

◇ Simple: In spite of his dishonesty, he was rewarded.

◇ Compound: He was dishonest but rewarded.

Rule 5:

Without + Gerund যুক্ত Simple Sentence যদি শর্ত বুঝায় তবে 'or' যুক্ত করে compound করতে হয়।

Structure: Without উঠে গিয়ে ing যুক্ত verb এর present form বসবে + কমা এর স্থানে or + কমার এর পরের অংশ]

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Example:

- ◆ Simple: By wasting your time, you can spoil your life.
- ◆ Compound: Waste your time and you can spoil your life.

Rule 7:

Too.... to যুক্ত Simple Sentence Compound করার নিয়ম ;
 Structure: Sub + 'to be' verb + too এর পরিবর্তে very + Adjective + and + can not/could not + to বাদে পরের অংশ।

Example:

- ◆ Simple: He is too dull to understand it.
- ◆ Compound: He is very dull and can not understand it.

Complex to Compound

Rule 1: Since, as, when ইত্যাদি conjunction যুক্ত Complex sentence কে Compound sentence এ পরিবর্তন করার সময় since/as/when তুলে দিতে হয় এবং এর পর complex sentence এর কমা বাদ দিয়ে and বসালেই compound sentence হয়ে যায়।

Example:

- ◆ Complex: When i went there, I found him.
- ◆ Compound: I went there and found him.

Rule 2:

Though/ although যুক্ত Complex sentence কে Compound sentence এ পরিবর্তন করতে হলে though/ although তুলে দিতে হবে এবং এর পর কমা তুলে দিয়ে but বসাতে হবে।

Example:

- ◆ Complex: Although it rained heavily, he went out without an umbrella.
- ◆ Compound: It rained heavily but he went out without an umbrella.

Rule 3: Complex sentence যদি If দ্বারা শুরু হয় এবং if যুক্ত Clause এ যদি not থাকে, তবে compound sentence এ পরিবর্তন করতে হলে, if থেকে not পর্যন্ত অংশ তুলে দিতে হবে এবং এর কমা তুলে দিয়ে সেই স্থানে 'or' বসালেই compound sentence হয়ে যাবে।

Example:

- ◆ Complex: If you do not read, you will fail.
- ◆ Compound: Read or you will fail.

Complex to Simple

Rule 1: Since/ when/ as যুক্ত complex sentence এর দুটি Clause এর subject এর হলে এবং দুটি Clause এ principal verb থাকলে নিচের নিয়ম অনুসারে sentence টি পরিবর্তন করতে হবে।

- ◆ ◆ Since/when/as এর প্রথম subject তুলে দিয়ে main verb ing form করতে হবে + কমা সহ বাকি অংশ।

Example:

- ◆ Complex: When i went there, I found him absent.
- ◆ Simple: Going there, I found him absent.

Rule 2:

Since/ as যুক্ত complex sentence যদি কারণ বুঝায় তাহলে Because of, Due to, Owing to, On account of ইত্যাদি দিয়ে simple করতে হবে।
 Structure: Because of/ Due to/ Owing to/ On account of + verb + ing অথবা fog/ rough weather/ cold + Extension।

Example:

- ◆ Complex: Since there was fog, he could not go out.
- ◆ Simple: Due to fog, he could not go out.

Rule 3: If যুক্ত শর্তমূলক Negative complex sentence কে simple sentence করার নিয়ম;

Structure: If থেকে not পর্যন্ত তুলে দিয়ে without বসাতে হবে + verb + ing + কমা সহ বাকি অংশ লিখতে হবে।

Example:

- ◆ Complex: If you do not come, you will not get the pen.
- ◆ Simple: Without coming, you will not get the pen.

Rule 4:

If যুক্ত Negative Complex Sentence এর দুটি Clause এর subject ভিন্ন হলে নিচে নিয়ম অনুযায়ী পরিবর্তন করতে হবে।

Structure: If এর স্থানে without + subject এর possessive form বসবে + Auxiliary verb ও not উঠে যাবে + main verb + ing + Extension।

Example:

- ◆ Complex: If he does not stay at office, I shall not meet him.
- ◆ Simple: Without his staying at office, I shall not meet him.

Rule 5: So that যুক্ত Complex sentence কে simple করার নিয়ম ;

Structure: So that থেকে principal verb এর পূর্ব পর্যন্ত উঠে গিয়ে সে স্থানে to বসবে + বাকি অংশ।

Example:

- ◆ Complex: People work hard so that they may shine in life.
- ◆ Simple: People work hard to shine in life.

Rule 6: 'So that' যুক্ত complex sentence কে simple sentence এ পরিবর্তন করার নিয়ম;

Structure: Sub + verb + so এর স্থানে too + adjective/ adverb + that থেকে not পর্যন্ত উঠে যায় + to + Extension।

Example:

- ◆ Complex: They are so nice that they can not be used just at present.
- ◆ Simple: They are too nice to be used just at present.

Rule 7:

Though/Although যুক্ত Complex sentence কে Simple sentence করার নিয়ম;

Structure: Although/ though- এর স্থানে In spite of/ Despite বসবে + Subject এর possessive form + being/ having + extension।

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Example:

◆ Complex: Though he was dishonest, he was set free.

◆ Simple: In spite of his being dishonest, he was set free.

Rule 8: Complex Sentence এ Relative pronoun টি যদি subject কে নির্দেশ করে সে ক্ষেত্রে simple sentence- এর পরিবর্তনের সময় relative pronoun এবং তৎপরবর্তী verb উঠে যায়। এবং relative pronoun এর পরের adjective- টি subject এর পূর্বে বসে।

Example:

◆ Complex: The man who is drowning catches at a straw.

◆ Simple: A drowning man catches at a straw

Compound to Simple

Rule 1: And দ্বারা যুক্ত compound sentence-এর and এর উভয় অংশে

subject যদি এক হয় তবে একে simple sentence এ পরিবর্তন করার নিয়ম

- subject এর পর থেকে verb পর্যন্ত লিখতে হবে।
- কমা দিতে হবে।
- তারপর subject বসাতে হবে।
- verb এর 2nd form বসবে।
- verb এর পরে অংশ।

Example:

◆ Compound: He finished the work and return home.

◆ Simple: Finishing the work, he returned home.

Rule 2:

And যুক্ত compound sentence এর উভয় অংশের subject যদি একই হয় এবং প্রথম অংশের sentence টি যদি কারণ নির্দেশ করে সেই ক্ষেত্রে নিচের নিয়মে simple করতে হবে।

Structure: Because of/ Due to/ Owing to/ on account of + 1st sentence এর subject এর possessive form + main verb + ing/ being/having + but এর পূর্ব পর্যন্ত + কমা + sub + verb + extension.

Example:

◆ Compound: I was ill and I could not attend the meeting.

◆ Simple: Because of my being ill, I could not attend the meeting.

Rule 3: But যুক্ত compound sentence এ যদি but এর পরে subject ও verb না থাকে তবে simple sentence এ নিচের নিয়ম অনুসারে পরিবর্তন করতে হবে।

Structure: In spite of / Despite + Subject এর possessive form + main verb + ing + being/having + but এর পূর্ব পর্যন্ত + কমা + subject + verb + extension.

Example:

◆ Compound: He is poor but honest.

◆ Simple: In spite of his being, he is poor.

Rule 4:

'Or' যুক্ত compound sentence কে simple sentence এ পরিবর্তন করার নিয়ম;

Structure: Without + 1st main verb + ing + verb এর পরের অংশ + কমা + বাকি অংশ।

Example:

◆ Compound: Move or will die.

◆ Simple: Without moving, you will die

Rule 5: Not only but also যুক্ত compound sentence যে simple করার নিয়ম;

Structure: Besides + not only যুক্ত বাক্যের মূল verb এর সাথে ing + not only উঠে যাবে + but also এর পূর্ব পর্যন্ত + (,) + মূল subject + but also অংশে verb না থাকলে প্রথম অংশের verb + but এর পরের অংশ।

Example:

◆ Compound: Our teachers not only teach us but also guide us.

◆ Simple: Besides teaching us, our teacher guide us.

Rule 6: And দ্বারা যুক্ত সময় নির্দেশক Compound sentence -কে In, On, At ইত্যাদি time word দ্বারা simple sentence করতে হয়।

Rule 7:

And দ্বারা উদ্দেশ্যমূলক compound sentence কে Infinitive দ্বারা simple sentence করতে হয়।

Example:

◆ Compound: He reads attentively and she can do good result.

◆ Simple: He reads attentively to do good result.