



NDA/NA ENGLISH MASTERY SERIES

MODULE 07

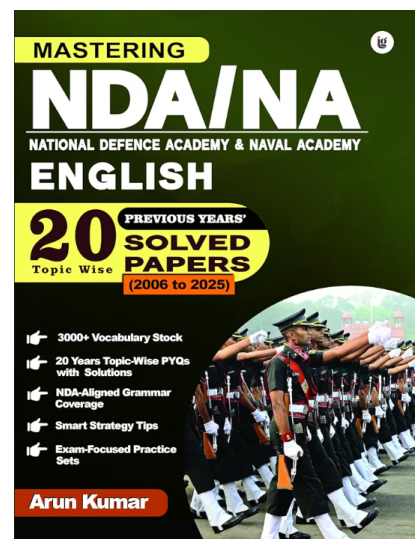
Conjunctions

Coordinating, subordinating and correlative conjunctions with usage practice.

From the book

MASTERING NDA/NA ENGLISH

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➤ Introduction

Conjunctions are joining words. They connect words, phrases, clauses, or sentences and help in building complex and meaningful structures in English grammar.

The word “conjunction” comes from the Latin word *coniunctionem*, meaning “joining together.”

Without conjunctions, language would be choppy and disconnected.

➤ Definition of a Conjunction

A conjunction is a part of speech used to connect words, groups of words (phrases), or clauses.

Examples:

- Rohan **and** Mohan are brothers.
- I waited **until** the train arrived.
- She is intelligent **but** lazy.

➤ Classification of Conjunctions

Conjunctions are mainly divided into three types:

A. Coordinating Conjunctions

These conjunctions **connect words, phrases, or clauses** that are grammatically **equal**.

Key Coordinating Conjunctions:

FANBOYS = For, And, Nor, But, Or, Yet, So

Functions and Examples:

Function	Conjunction	Example
Addition	and	He plays cricket and football.
Contrast	but, yet	She is poor but happy.
Choice	or	Do you want tea or coffee?
Cause	for	He did not attend the party, for he was sick.
Result	so	He was late, so he missed the train.
Negative addition	nor	He didn't speak, nor did he write.
Concession	yet	He is rich, yet unhappy.

These conjunctions are used to connect equal parts of a sentence. They **do not** make one clause dependent on another.

B. Subordinating Conjunctions

Subordinating conjunctions join a dependent (subordinate) clause to an independent (main) clause. They establish a relationship such as time, cause, condition, comparison, contrast, etc.

Common Subordinating Conjunctions:

because, although, though, since, if, unless, when, after, before, while, as, until, that, so that, whereas, where, than, etc.

Types and Examples:

Type	Conjunction	Example
Time	when, after, before, until, while, as soon as	I will call you when I arrive.
Cause/Reason	because, as, since	He left early because he was tired.
Purpose	so that, in order that	Work hard so that you may succeed.
Condition	if, unless, provided that	You won't pass unless you study.

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Type	Conjunction	Example
Concession	although, though, even though	Although he tried hard, he failed.
Comparison	than, as...as	She is smarter than her brother.
Result/Effect	so...that, such...that	He was so tired that he couldn't stand.

C. Correlative Conjunctions

These are **conjunction pairs** used in parallel structures to relate elements in a sentence.

Common Correlative Conjunctions:

- Either...or, Neither...nor, Both...and, Not only...but also, Whether...or, Such...that, So...that, No sooner...than

Examples:

- **Either** you study **or** you fail.
- He is **not only** a good speaker **but also** a good writer.
- **No sooner** had he reached **than** the train left.
- It was **such** a nice movie **that** I watched it twice.

Common Errors with Conjunctions

Incorrect Sentence	Correct Sentence	Explanation
Unless you don't study, you will fail.	Unless you study, you will fail.	"Unless" already means "if not"—no double negative needed.
Although he is rich but he is unhappy.	Although he is rich, he is unhappy.	Don't use "but" with "although."
No sooner he left when the train arrived.	No sooner had he left than the train arrived.	"No sooner" pairs with "than," not "when."
He is both clever as well as kind.	He is both clever and kind.	Use correct correlative pair.
I will wait till you will return.	I will wait till you return.	Do not use future tense after "till."

Sentence Formation with Conjunctions

A. Joining Two Simple Sentences

- Simple: She was tired. She went to bed.
- Joined: She was tired, **so** she went to bed.

B. Combining Clauses

- Independent + Dependent:
Although it was raining, we went outside.
We went outside **although** it was raining.

C. Complex Sentences Using Subordinators

- He left **because** he was angry.
- I will call you **when** I reach Delhi.

Conjunction Rules Summary Chart

1. Either...or / Neither...nor → Verb Agrees with Nearest Subject

When two subjects are joined by *either...or* or *neither...nor*, the verb agrees with the subject closest to it. This is called **proximity rule** in subject-verb agreement.

- ◆ Neither the students nor the teacher is present.
- ◆ Either the manager or the workers have made a mistake.

2. Not only...but also → Verb Agrees with Second Subject

When using *not only...but also*, the verb should match the second subject in number (singular/plural) and person.

- ◆ Example: Not only the boys but also the coach was tired.
- ◆ Example: Not only the coach but also the players were tired.

3. Though / Although → Don't Use 'But' After Them

"Though" and "Although" already express contrast. Adding "*but*" creates a redundancy.

- ◆ Wrong: Although he was ill, but he went to school.

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✦ Correct: Although he was ill, he went to school.

4. **Hardly / Scarcely** → **Followed by "When", Not "Than" or "That"**

These are negative adverbs used to indicate that one action was immediately followed by another. Use *inversion* (verb before subject) and follow them with *when*, not *than*.

✦ Correct: Hardly had I reached there when he arrived.

✦ Wrong: Scarcely had I sat down than the phone rang.

5. **No sooner** → **Followed by "Than"**

"No sooner" indicates immediate succession and must be followed by *than*, not *when*. It also triggers inversion.

✦ Correct: No sooner had he entered than the lights went off.

✦ Wrong: No sooner had he entered when the lights went off.

6. **Both** → **Must Be Followed by "And"**

The word *both* must be paired only with *and*. Using it with other connectors is grammatically incorrect.

✦ Correct: Both Ram and Shyam passed the test.

✦ Wrong: Both Ram as well as Shyam passed.

7. **Because / Since / As** → **Avoid using "so / therefore"**

These are causal conjunctions and convey the same meaning. Using them with *so*, *therefore*, or combining more than one makes the sentence redundant.

✦ Wrong: Because he didn't study, so he failed.

✦ Correct: Because he didn't study, he failed.

✦ Also Correct: He didn't study, so he failed.

8. **As if / As though** → **Followed by Past Tense or Subjunctive Mood**

These expressions describe unreal or imaginary situations. Even if the verb looks like past tense, it expresses the present unreal condition.

✦ Correct: He talks as if he knew everything.

✦ Correct: She behaves as though she were the queen.

✦ He smiles as if he were pleased with the result.

✦ (Note: "were" is used for all subjects in subjunctive mood.)

9. **Lest** → **Always Followed by "Should"**

Lest means "in order to prevent something undesirable." It's always followed by *Should*.

✦ Correct: Study hard lest you should fail.

10. **Unless / Until** → **Avoid Using 'Not' After Them**

Unless means "if not"; *Until* implies a time limit. Adding *not* makes the sentence a double negative.

✦ Wrong: You will not succeed unless you do not work hard.

✦ Correct: You will not succeed unless you work hard.

✦ Correct: Wait here until I return.

✦ Wrong: Wait here until I don't return.

11. **So...that / Such...that** → **Use Correctly with Adjectives and Nouns**

So...that is followed by an adjective or adverb to show intensity.

Such...that is followed by a noun (or noun phrase) to show degree. Both introduce a result clause.

✦ Correct: She is so intelligent that everyone admires her.

✦ Correct: It was such a nice movie that I watched it twice.

12. **Avoid using Because after "The Reason is" → Use "That" Instead**

Using *because* after "the reason is" is grammatically incorrect; "that" should be used instead.

✦ Wrong: The reason he failed is because he didn't study.

✦ Correct: The reason he failed is that he didn't study.

13. **Between** → **Followed by "And" Only**

Always pair "between" with "and". Using "to" or other prepositions is incorrect.

✦ Correct: The debate is between Rahul and Ramesh.

✦ Wrong: The debate is between Rahul to Ramesh.

14. **Either...or / Neither...nor** → **Must Be Structurally Parallel**

Both elements joined by these pairs must be grammatically similar.

✦ Correct: You can either call me or email me.

✦ Wrong: You can either call me or sending an email.

✦ Correct: They either play football or watch TV in the evening.

✦ Wrong: They either play football or are watching TV in the evening.

15. **No less...than** → **Used to Show Equal Degree or Importance**

This expression is used to compare two people or things, showing that one is equally good, important, or impressive as the other. It emphasizes equality in degree, value, or quality — not inferiority.

✦ Correct: She is no less talented than her brother.

(Means: She is equally talented.)

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16. Not that...but → Used for Emphasis and Clarification

This structure is used when you want to deny an assumed or possible reason and then state the real reason. It helps clarify what you truly mean, especially when something might be misunderstood.

◆ Example: *Not that he is arrogant, but he is shy. Not that I dislike him, but I don't know him well. Not that she can't sing, but she lacks confidence.*

17. While → Do Not Add Extra Contrast Words

"While" can show contrast on its own. Do not use "but" or "yet" along with it.

◆ Correct: While I like sweets, I avoid them for health.

◆ Wrong: While I like sweets, but I avoid them.

18. As Soon As → Not Followed by "Than"

As soon as already implies immediate action. Never use "then" after it.

◆ Correct: As soon as the bell rang, students left.

◆ Wrong: As soon as the bell rang then students left.

19. Because → Don't Use with 'So' or 'Therefore'

Use only one connector to show cause.

◆ Correct: He failed because he didn't study.

◆ Wrong: He failed because so he didn't study.

20. That → Should Not Follow "Although" or "Even Though"

Concessive conjunctions like "although" and "even though" should not be followed by "that."

◆ Correct: Although he was tired, he kept working.

◆ Wrong: Although he was tired that he kept working.

21. Neither of / Either of / Each of → Take Singular Verb

Even though they refer to plural objects, these expressions are grammatically singular.

◆ Correct: Each of the boys has a pen.

◆ Correct: Neither of them is coming today.

22. As Long As → Used to Express Condition

When "as long as" is used in a conditional sense, it means "provided that" or "if." It sets a condition that must be fulfilled for something else to happen. It does not refer to time or duration in this use.

◆ Example: You can borrow my car as long as you drive carefully.

I'll help you with your project as long as you do your part.

23. Not Until → Use Inversion of Subject and Verb

When a sentence starts with "Not until", it causes inversion in the main clause.

◆ Correct: Not until the teacher came *did the class begin*.

◆ Wrong: Not until the teacher came the class began.

24. The More...the More → comparative relationship between two actions or qualities

The construction "the more... the more..." is used to show a proportional or comparative relationship between two actions or qualities.

◆ Example: The more you practice, the more you learn. The more she practices, the better she performs.

25. In Case → Shows Precaution, Not Purpose

The phrase "in case" is used to express precaution — something done to be prepared for a possible situation, not to show purpose. It means "if it happens that" or "as a safeguard against."

◆ Correct: Take your raincoat in case it rains.

◆ Wrong: Take your raincoat in case to protect from rain.

◆ Correct: Carry an umbrella in case it starts raining.

◆ Wrong: Carry an umbrella in case to avoid getting wet.

26. As well as → Verb Agrees with the First Subject

When two subjects are joined by as well as, the verb agrees with the first subject, not the second or after.

◆ Correct: The captain, as well as the players, is happy.

◆ Wrong: The captain, as well as the players, are happy.

27. Even If → Hypothetical or Unlikely Condition

Even if introduces a condition that is imaginary, unlikely, or irrelevant to the outcome. It stresses that the result remains the same regardless of the unlikely condition.

◆ Example: Even if he begs, I won't help him.

I will go for a walk even if it rains.

28. Whether...or Not → 'Or Not' Comes at the End

The phrase "whether...or not" is used to express uncertainty or alternatives — when the result will be the same in both cases. The correct placement of "or not" is usually at the end of the clause, not in the middle.

◆ Correct: I don't know whether he'll come or not.

◆ Wrong: I don't know whether or not he'll come.

◆ Correct: She hasn't decided whether to go or not.

◆ Wrong: She hasn't decided whether or not to go.

Practice Set: Coniunction

Directions: Each sentence contains an error related to the use of conjunctions or connectors, including coordinating, subordinating, and correlative conjunctions, as well as transitional phrases. Identify the incorrect conjunction usage or structure, and correct it for proper coordination or subordination.

Practice Set 1

- Neither the chairperson nor the board members has taken responsibility for the abrupt cancellation of the annual summit.
- The proposal was rejected not only because it lacked clarity but also it failed to meet financial compliance standards.
- Though he completed the documentation in time, but the visa application was returned due to insufficient proof of accommodation.
- No sooner had the delegates arrived when the keynote speaker concluded her address and left the venue.
- Both the laboratory equipment as well as the chemicals were found to be outdated during the audit.
- He speaks as though he is fluent in five European languages, which is not entirely true.
- She was looking at me in such a distress as I had to look away.
- Unless the administration does not respond to the protestors' demands promptly, the situation might escalate beyond control.
- It was such a well-structured proposal that everyone in the panel gave it unanimous approval without any modifications.
- The reason she missed the interview is because she had misread the time mentioned in the confirmation email.
- Between all the shortlisted candidates and the final offer letter, there was a series of technical rounds and managerial interviews.
- Whether the employees choose to resign or stay under revised terms, the organization will proceed with its restructuring plan.
- The CEO, along with his advisors, were scheduled to arrive at the venue by the evening session.
- How can you say that neither he or Sunil has qualified for the examination.
- While the staff was given extensive training, yet many of them failed to adapt to the new system within the given timeline.
- I was hardly seated than the presenter began the demonstration without any preliminary remarks.
- The panel emphasized that the grant would be sanctioned only if the applicants provide proper documentation.
- Radha asked him that which was the way to the post office.
- Neither of the arguments presented by the counsel were convincing enough to overturn the verdict.
- The professor acted as if he knows everything about the field, though his knowledge seemed outdated.
- Not only the intern but also the senior engineers was held accountable for the technical failure.
- The documents should be preserved in case they will be required during the legal proceedings at a later date.
- Not until the committee convened the final decision was disclosed to the public by the spokesperson.
- The reason for my failure is because I did not work har.
- The manager is both well-versed in compliance law and having practical experience in corporate restructuring.

Practice Set 2

- Not only was the proposal rejected but also the funding was withdrawn by the sponsoring agency.
- The newly hired analyst behaves as though he was assigned a leadership role.
- Hardly had I reached the station where I learned about that ghastly accident.
- Mrs Rai went to Mumbai because she might see Mrs Sharma.
- I don't know that he'll attend the meeting or not, but the team has already shared the agenda with him.

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6. The memorandum was sent both to the department head and with his deputy for final approval.
7. Whether or not the changes are implemented effectively remains a concern among senior stakeholders.
8. The report was delayed as well as its supporting annexures, which were needed for validation.
9. She is as meticulous in documentation as in budgeting, which makes her ideal for this role.
10. Each of the options presented by the consultant have merits and potential drawbacks.
11. So exhausted he was that he fell asleep during the crucial negotiation with the stakeholders.
12. Some people envy me since I am a very good artist.
13. The participants were asked to respond as if they know the outcome of the case.
14. The scientist, as well as his team, have confirmed the results with independent studies.
15. Scarcely had the panel begun discussing the proposal then the opposing party walked out of the session.
16. Take care unless you should fall.
17. Whether the feedback is positive and negative, it will be compiled and shared with the developers.
18. So good the speaker was that the audience remained engaged for the entire two-hour session.
19. Because he was late, so he missed the test..
20. No sooner the meeting ended than the board began drafting the revised guidelines.
21. Not only did the intern arrive late but he also failed to complete the assigned work.
22. I have no chance than to start my own shop.
23. The athlete neither trained consistently nor followed the dietary plan, which led to her disqualification.
24. I have no other hobby but that of collecting books.
25. If the information is accurate or not, it must be verified before being circulated.

Answer Key

Practice Set 1

1. Error: has
Correction: have
Explanation: When subjects are joined by "neither...nor", the verb agrees with the nearer subject ("board members" – plural).
2. Error: but also it failed
Correction: but also because it failed
Explanation: "Not only...but also" requires parallel structure; both parts must be clauses.
3. Error: but
Correction: — (remove "but")
Explanation: "Though" already conveys contrast; using "but" is redundant.
4. Error: when
Correction: than
Explanation: "No sooner" must be followed by "than", not "when".
5. Error: as well as
Correction: and
Explanation: "Both...and" is the correct correlative pair; "as well as" breaks the construction.
6. Error: is
Correction: were
Explanation: "As though" introduces an unreal or imaginary condition, so use past subjunctive.
7. Error: Such..as
Correction: such...that
8. Error: does not
Correction: — (remove "not")
Explanation: "Unless" has a negative meaning; adding "not" causes a double negative.
9. No Error
Explanation: "Such...that" is a correct correlative structure.
10. Error: is because
Correction: is that
Explanation: "The reason is that..." is the standard form; "is because" is considered redundant.
11. Error: Between
Correction: Among
Explanation: Use "among" when referring to more than two entities; "between" is for two.
12. No Error
13. Error: were
Correction: was
Explanation: The subject "The CEO" is singular; hence, the verb must agree.
14. Error: neither..or
Correction: neither..nor

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15. Error: yet
Correction: — (remove "yet")
Explanation: "While" already shows contrast; "yet" is unnecessary.
16. Error: than
Correction: when
Explanation: "Hardly" should be followed by "when", not "than".
17. Error: provide
Correction: provided
Explanation: Past subjunctive form is appropriate in conditional expressions like "would be sanctioned only if...".
18. Error: that
Correction: remove 'that'
19. Error: were
Correction: was
Explanation: "Neither" is singular and should be followed by a singular verb.
20. Error: knows
Correction: knew
Explanation: "As if" introduces an unreal or hypothetical situation, requiring past subjunctive.
21. Error: was
Correction: were
Explanation: The nearer subject "senior engineers" is plural, so the verb should agree with it.
22. Error: will
Correction: are
Explanation: "In case" is used to express future condition with a present tense verb.
23. Error: Not until the committee convened the final decision was disclosed
Correction: Not until the committee convened was the final decision disclosed
Explanation: Inversion is required after negative adverbials like "Not until".
24. Error: because
Correction: Remove because (Not required in presence of 'reason')
25. Error: having
Correction: has
Explanation: "Both...and" requires grammatically parallel structure; use "has" to match the adjective before.
3. Error: where I learned , Correction: when I learned
Explanation: Hardly is followed by 'when'
4. Error: because Correction: Replace 'because' with 'so that'.
5. Error: I don't know that he'll attend the meeting or not
Correction: I don't know whether he'll attend the meeting or not
Explanation: Use "whether...or not" for expressing alternatives in indirect questions.
6. Error: both to the department head and with his deputy
Correction: both to the department head and his deputy
Explanation: Use same preposition ("to") after "both...and" for grammatical balance.
7. No Error
8. Error: The report was delayed as well as its supporting annexures
Correction: The report as well as its supporting annexures was delayed
9. Error: as meticulous in documentation as in budgeting
Correction: as meticulous in documentation as she is in budgeting
Explanation: Repetition of auxiliary ("is") ensures clarity and proper parallelism.
10. Error: Each of the options... have merits
Correction: Each of the options... has merits
Explanation: "Each" is singular, so it takes a singular verb ("has").
11. Error: So exhausted he was
Correction: So exhausted was he
Explanation: Inversion is used after "so" + adjective for emphasis.
12. Error: Since
Correction: –Because
Explanation: Because is apt for the reason here.
13. Error: as if they know
Correction: as if they knew
Explanation: Use past tense ("knew") after "as if" for unreal or imagined situations.
14. Error: have confirmed
Correction: has confirmed
15. Error: Then
Correction: – When
Explanation: "Scarcely is followed by when not then.

Practice Set 2

1. Error: but also the funding was withdrawn
Correction: but also was the funding withdrawn
Explanation: In "not only... but also" constructions with inversion, both parts must follow similar structure.
2. Error: as though he was assigned
Correction: as though he were assigned
15. Error: Then
Correction: – When
Explanation: "Scarcely is followed by when not then.

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16. Error: Unless
Correction: Lest in place of 'unless'
Explanation: 'Lest' is followed by should.
17. Error: Whether the feedback is positive and negative
Correction: Whether the feedback is positive or negative
Explanation: Use "or" in "whether...or" constructions.
18. Error: So good the speaker was
Correction: So good was the speaker
Explanation: Inversion is needed after "so + adjective".
19. Error: "so"
Correction: Remove "so"
Explanation: "Because" already conveys cause; "so" becomes redundant.
20. Error: No sooner the meeting ended than
Correction: No sooner had the meeting ended than
Explanation: "No sooner" requires inversion with "had" for past perfect.
21. Error: but he also failed
Correction: but also did he fail
Explanation: Maintain inversion in both clauses with "not only... but also".
22. Error: no chance than
Correction: no chance but
Explanation: No chance... but .
23. Error: neither trained consistently nor followed
Correction: neither trained consistently nor did she follow
Explanation: Parallelism and auxiliary "did" are needed for correct structure.
24. Error: but
Correction: than
Explanation: No other is followed by than.
25. Error: If the information is accurate or not
Correction: Whether the information is accurate or not
Explanation: Use "whether...or not" in place of "if...or not" for formal writing

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