

## THE ALPHABET

There are 30 letters in the Spanish alphabet:

|    |       |   |          |
|----|-------|---|----------|
| a  | a     | n | one      |
| b  | be    | ñ | ñe       |
| c  | ce    | o | o        |
| ch | che   | p | pe       |
| d  | de    | q | ca       |
| e  | e     | r | re       |
| f  | fe    | m | me       |
| g  | ge    | s | se       |
| h  | hache | t | te       |
| i  | i     | u | u        |
| j  | jota  | v | ve       |
| k  | ka    | w | doble ve |
| l  | le    | x | xquis    |
| ll | lle   | y | i gringa |
| m  | me    | z | ze       |

## NUMERALS

|    |        |    |            |
|----|--------|----|------------|
| 0  | cero   | 11 | once       |
| 1  | uno(a) | 12 | doce       |
| 2  | dos    | 13 | trece      |
| 3  | tres   | 14 | catorce    |
| 4  | cuatro | 15 | quince     |
| 5  | cinco  | 16 | dieciséis  |
| 6  | seis   | 17 | diecisiete |
| 7  | siete  | 18 | dieciocho  |
| 8  | ocho   | 19 | diecinueve |
| 9  | nueve  |    |            |
| 10 | diez   |    |            |

Uno, or any number ending in uno, drops the final a when followed by a masculine noun: **un libro**, **veintiún profesores**.

## CARDINALS

|     |                  |           |                   |
|-----|------------------|-----------|-------------------|
| 20  | veinte           | 200       | doscientos, as    |
| 21  | veintiún(a)      | 300       | trescientos, as   |
| 22  | veintidós        | 400       | cuatrocientos, as |
| 30  | treinta          | 500       | quinientos, as    |
| 31  | treinta y uno(a) | 600       | seiscientos, as   |
| 32  | treinta y dos    | 700       | setecientos, as   |
| 40  | cuarenta         | 800       | ochocientos, as   |
| 50  | cincuenta        | 900       | novecientos, as   |
| 60  | sesenta          | 1000      | mil               |
| 70  | setenta          | 2000      | dos mil           |
| 80  | ochenta          | 1,000,000 | un millón(de)     |
| 90  | noventa          | 2,000,000 | dos millones(de)  |
| 100 | cien             | 100       |                   |

## ORDINALS

|      |          |
|------|----------|
| 1st  | primero  |
| 2nd  | segundo  |
| 3rd  | tercero  |
| 4th  | cuarto   |
| 5th  | quinto   |
| 6th  | sexto    |
| 7th  | séptimo  |
| 8th  | octavo   |
| 9th  | noveno   |
| 10th | décimo   |
| 11th | undécimo |
| 20th | vigésimo |

## RULES OF STRESS

- When a word ends in a vowel, n or s, the stress falls on the next to the last syllable: **ca ba llo** (horse), **e ja men** (exam), **g llo** (they).
- When a word ends in a consonant, except n or s, the stress falls in the last syllable: **es pa ñol** (Spanish), **via dad** (city).
- When the pronunciation of a word does not conform to any of the above rules, a written accent is required to indicate which syllable to stress: **ca fé** (coffee), **ag lad** (tree).
- Sometimes, written accents are used to distinguish the function or the meaning between two words with the same spelling:
  - mí** (you, familiar, subject pronoun) and **mi** (your, possessive adjective).
  - dé** (verb to give) and **de** (preposition).
  - él** (you), **el** (it).
- Certain pronouns such as **qué**, **quéntes** (cual(es)), **cuánto(a)**, **cuántos(as)**, and certain adverbs such as **cuando** and **donde**, when used as interrogatives, have a written accent: ¿Cuándo vas a estudiar? ¿Quéntes clases?

## SYLLABIFICATION

- A vowel or a vowel combination can constitute a syllable.
  - Diphthongs and triphthongs are considered single vowels and cannot be divided: **es-tu-dian-te** (student); **a-bue-la** (grandmother).
- Three strong vowels (a, e, o) do not form a diphthong and are separated into two syllables: **em-ple-o** (job); **re-a-li-dad** (reality).
- A written accent on a weak vowel (i, u) breaks the diphthong:
  - Thus, the vowels are separated into two syllables: **re-í-er** (reunite); **all-a** (alley).
- A single consonant forms a syllable with the vowel that follows it: **ma-de-ra** (doll); **ra-pa-tes** (shoes).
  - Note: **er** is considered a single consonant: **pe-rre** (dog); **ma-rre** (brown).
- When two consonants appear between two vowels, they are separated into syllables: **ma-r-tes** (Tuesday); **car-ta** (letter).
  - Exception: If b, c, d, f, g, p or t are followed by l or r, **el-le-se** (class); **a-pren-dir** (to learn).
- When three consonants appear between two vowels, only the last one is included in the following syllable: **ins-ti-tu-to** (institute); **tran-sfe-rir** (to transfer).
  - Exception: If b, c, d, f, g, p, or t are followed by l or r: **hom-bre** (man); **la-ug-la-te-rra** (England).

## CAPITALIZATION

- Only the first word in a sentence and proper nouns are capitalized.
  - El señor García viajó a los Estados Unidos el día de mayo de 1993.** (Mr. García traveled to the United States

on May 2, 1993.)

### B. Nouns and adjectives

- Denoting nationality, religious affiliation, names of languages, months of the year, and days of the week are generally not capitalized.
- Names
  - Countries, persons, continents, and the first word of a title are normally capitalized.

## NOUNS GENDER

Nouns are either feminine or masculine, whether they refer to a person, place, thing or quality, and are usually accompanied by an article.

- Most nouns ending in -o are masculine: **el libro** (the book), but there are exceptions such as **la mano** (the hand), **la moto** (the motorcycle).
- Some nouns ending in -ma which refer to non-concrete things are masculine: **el clima** (the climate), **el drama** (the drama), **el idioma** (the language), **el poeta** (the poet), **el problema** (the problem), **el programa** (the program), **el sistema** (the system), **el tema** (the theme).
- Most nouns ending in -a are feminine: **la mesa** (the table), with exceptions such as **el mapa** (the map), **el día** (the day).
  - Nouns ending **lón**, **-dad**, **-tad**, **-tud**, **-umbre** are feminine: **la estación** (the season), **la opresión** (the oppression), **la ciudad** (the city), **la libertad** (the freedom), **la juventud** (the youth), **la muchedumbre** (the crowd).

## PLURAL

- If the noun ends in:
  - a vowel, add **-es**: **libros/libros, puertas/puertas**.
  - a consonant, add **-es**: **paredes/paredes, profesores/profesores**.
  - o, change it to a -e and add **-es**: **hijos/hijos, hachas/hachas**.

## ARTICLES

Agree in gender and number with the noun that they accompany.

- Definite articles [el, la, los, las (the)] are:
  - With infinitives used as nouns, particularly at the beginning of a sentence: **El estudiar es bueno.** (Studying is good.)
  - With nouns listed in a series: **Pongo el libro, el cuaderno y la pluma sobre la mesa.** (I put the book, the notebook and the pen on the table.)
  - With certain nouns such as **escuela**, **corte**, **ciudad** where English omits the article: **Los ladrones van a la cárcel.** (Thieves go to jail); **Los chicos aprenden mucho en la escuela.** (Children learn a lot in school.)
  - To identify an intangible concept: **La bondad es una virtud.** (Kindness is a virtue.)
  - To identify something specific that precedes a demonstrative adjective: **El muchacho rojo me tiene dinero.**

- (This young man does not have [any] money.)
- With nouns of weight or measure: **Los marzales cuestan un dólar la libra.** (The marzales cost one dollar per pound.)
- With titles, ranks, and professions when used with a proper name: **La doctora García llamó.** (Dr. García called.)
- With names of a subject: **Estudio la historia.** (I study history.)
- With days of the week to indicate when something occurs, where we use "en" in English: **A veces vamos al cine el sábado.** (Sometimes we go to the movies on Saturday.)
- With parts of the body or articles of clothing, especially if the possessor is clearly indicated as in the case of reflexive verbs: **Me pongo el abrigo.** (I put on my coat.)
- With the seasons of the year: **En la primavera llueve mucho.** (In spring it rains a lot.)
- To show possession: **El abrigo de mi hermano está en el armario.** (My brother's coat is in the closet.)
- With names of certain cities, countries, and continents: **la Argentina, los Estados Unidos, la Habana, la América del Sur**
- With a proper noun modified by an adjective: **el pequeño José** (Little Joseph).
- With a noun in apposition with a pronoun: **Nosotros los norteamericanos** (We North Americans).
- Proverbs/lore when telling time: **Es la una.** (It is one o'clock.)  
Note: The masculine singular form of the definite article, **el**, is used before certain feminine nouns that begin with stressed **al** or **agua** (cough), **el agua** (water).
- Indefinite articles
  - un, una, unos, unas** (a, some) normally precede a noun.
  - In specific cases, an article is not used.
    - After a form of the verb **haber** when the noun following it is not modified: **Hay profesores.** vs. **No hay una profesora.**

## ADVERBS

- Modify a verb, an adjective or another adverb.
  - To form an adverb, add **-mente** to feminine singular form of adjective: **pacífico - pacíficamente** (peacefully).
  - An adverb precedes the adjective it modifies but normally follows the verb it modifies: **La profesora es muy inteligente.** (The professor is very intelligent); **Ellos pronuncian bien.** (They pronounce well.)

## COMPARATIVES & SUPERLATIVES

- Inequality
  - Formed by placing **más** or **menos** before and **que** after the adjective, adverb or noun: **Néida es más baja que Elena.** (Néida is shorter than Elena); **Rosa canta menos frecuentemente que su hermana.** (Rosa sings less frequently than her sister); **El chico tiene menos dinero que yo.** (The boy has less money than I.)
  - Irregular forms: **bueno**, **mejor** (good, better); **malos**, **peor** (bad, worse); **grande**, **mayor** (big, bigger or older)
- Equality
  - Formed by using **tan**, followed by an adjective or adverb plus **como**: **Isabel es tan inteligente como Lucía.** (Isabel is as intelligent as Lucía).
    - Tanto...como** is used with a noun: **Tengo tanto dinero como tú.** (I have as much money as you.)

# Spanish Grammar The Easy Way

**Cecie Kraynak**



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