

# Quick Study ACADEMIC

# Spanish Grammar

## THE ALPHABET

The 27 letters of the Spanish alphabet:

a	h	j	jota	r	erre
b	be	k	ka	s	ese
c	ce	l	le	t	te
d	de	m	me	u	u
e	é	n	na	v	ve
f	fe	ñ	ña	w	uve doble
g	ge	o	o	x	x
h	ha	p	pe	y	ye
i	i	q	ca	z	zeta

## CARDINALS

0	cero	13	once
1	uno	14	doce
2	dos	15	trece
3	tres	16	catorce
4	cuatro	17	quince
5	cinco	18	dieciséis
6	seis	19	diecisiete
7	siete	20	veinte
8	ocho	21	veintiuno
9	nueve		
10	diez		

22	veintidós	101	ciento uno
23	veintitrés	200	doscientos
24	veinticuatro	300	trescientos
25	veinticinco	400	cuatrocientos
26	veintiseis	500	quingientos
27	veintisiete	600	seiscientos
28	veintiocho	700	setecientos
29	veintinueve	800	ochocientos
30	treinta	900	novecientos

1000	mil	1,000,000	un millón
2000	dos mil	2,000,000	dos millones
3000	tres mil	3,000,000	tres millones
4000	cuatro mil	4,000,000	cuatro millones
5000	quin mil	5,000,000	cinco millones
6000	seis mil	6,000,000	seis millones
7000	sete mil	7,000,000	sete millones
8000	ocho mil	8,000,000	ocho millones
9000	nove mil	9,000,000	nove millones

## ORDINALS

1st	primero
2nd	segundo
3rd	tercer
4th	cuarto
5th	quinto
6th	sexto
7th	séptimo
8th	octavo
9th	noveno
10th	décimo

**NOTE:** For cardinals, **uno** changes to **un** before masculine nouns and to **una** before feminine nouns. Ordinals agree in gender and number with their nouns; **primer** and **tercer** are used before masculine singular nouns.

## RULES OF STRESS

- Words ending in a vowel or the consonants **n** or **s** have stress on the next-to-last syllable and are called **palabras graves**: **ca-bé-lle** (bottle), **ca-ga-mos** (crumbs), **g-las** (glass).
- Words ending in a consonant other than **n** or **s** have stress on the last syllable and are called **palabras agudas**: **doe-tre** (doctor), **re-pe-lad** (Spanish), **le-bi-el-á-d** (leopard).
- When a word does not conform to either of the previously mentioned rules, a written accent indicates where the stress falls: **ca-fé** (coffee), **grá-tul** (thank), **re-pá-mos** (crumbs); words with stress on the third from the last syllable are called **palabras esdrújulas**.
- A written accent is also used to distinguish between two words with the same spelling but different meanings, such as **té** (tea) and **te** (you) and **qué** (what) and **que** (what).

## SYLLABIFICATION

- A single vowel sound, with or without accompanying consonants, makes up a syllable.
  - Diphthongs and triphthongs blend to make a single vowel sound and cannot be divided.
- A diphthong combines a strong vowel (**a, e, o**) and a weak vowel (**i, u**): **ai-re** (air), **ei-te** (city); two weak vowels can also form a diphthong: **ia-dad** (city), **ue-do** (house).
- A triphthong consists of a strong vowel between two weak ones: **ean-ti-gu** (very common).
- Two strong vowels do not form a diphthong and are separated into two syllables: **em-pá-g** (job), **re-pá-d** (reality).
- A written accent on a weak vowel breaks a diphthong, separating it into two syllables: **re-pá-mos** (crumbs), **ai-g** (day).
- A single consonant forms a syllable with the vowel (or a single vowel sound in the case of a diphthong or triphthong) that follows it: **ma-da-ca** (mouth), **pa-da-l** (disappear).
- The digraphs **ch, ll, and rr** represent a single sound and cannot be separated: **re-cha-d** (boy), **re-ll** (word), **re-rr** (dog).
- When two consonants come between two vowels, the first consonant goes with the preceding vowel and the second consonant goes with the following vowel: **ma-r** (Thursday), **da-ma-g** (diamond).
- Exceptions: When **h, r, d, l, g, p,** or **t** is followed by **i** or **e**, both consonants go with the following vowel: **re-ge** (rock trout), **a-gre-** (to learn).
- When three consonants come between two vowels, the first two consonants go with the preceding vowel and the third consonant goes with the following vowel: **re-gi-te** (mistake), **re-gi-te** (to transfer).
- Exceptions: When **h, r, d, l, g, p,** or **t** is followed by **i** or **e**, only the first consonant goes with the preceding vowel, the last two consonants go with the following vowel: **re-gi-** (mistake), **re-gi-te** (English).

## CAPITALIZATION

- Capitalize in Spanish:
  - The first word in a sentence: **Yo mañana** (I am going tomorrow).
  - Proper nouns, such as names of countries, people, continents, and geographic features: **Estados Unidos, María, Europa, Everest**.
  - The first word of a title (and proper nouns, if any): **Chen shen de solado** (Our Hundred Years of Solitude).
- Abbreviated personal titles: **Sra. Ramos, Dr. Gómez**.
- Do not capitalize in Spanish:
  - Nouns denoting nationality or religious affiliation: **latino** (Latin), **católico** (Catholic).
  - Names of languages: **español** (Spanish), **ruso** (Russian).
  - Days of the week and months of the year: **lunes, el día de mayo** (Monday, May 2).
  - Spelled-out personal titles: **señor Columbus, señorita Villagómez**.

## ARTICLES

Can be definite or indefinite and may precede a noun and number, or be used alone.

### DEFINITE ARTICLES

- Definite articles indicate a specific person, place, or thing; the Spanish definite articles **el, la, los,** and **las** (which translate to **the** in English) are used with:
  - Nouns used as nouns, especially at the beginning of a sentence: **El estudio es bueno** (Study in good).
  - Nouns in a series: **Pongo el libro, el cuaderno y el bolígrafo sobre la mesa** (I put the book, notebook, and pen on the table).
  - Certain nouns such as **ciudad** (city) and **escuela** (school), where English often omits the article: **¿Van a la ciudad?** (Are they going to jail?), **Elle va a la escuela** (She is going to school).
  - Abstract concepts: **La bondad es una virtud** (Kindness is a virtue).
  - Nouns of weight or measure: **Los pesos cuestan un dólar la libra** (The pesos cost one dollar a pound).
  - Titles when used with a name: **La Dra. García llamó** (Dr. García called).

## NOUNS

Can be feminine or masculine, singular or plural, and are usually accompanied by an article.

### GENDER

- Most nouns ending in **-a** and nouns denoting males are masculine: **el libro** (the book), **el hombre** (the man).
  - Exceptions: **La mano** (the hand) and abbreviated words such as **la moto** (the motorcycle, short for **la motocicleta**), **la foto** (the photo, short for **la fotografía**), and **la disco** (the discotheque, short for **la discoteca**) are feminine.
- Most nouns ending in **-o** and nouns denoting females are feminine: **la mesa** (the table), **la mujer** (the woman).
  - Exceptions: Words of Greek origin ending in **-ma, -pa,** and **-ta** such as **el programa** (the program), **el mapa** (the map), and **el planeta** (the planet) are masculine.
- Nouns ending in **-dad, -dad, -dad, and -dad** are feminine: **la verdad** (the truth), **la ciudad** (the city), **la libertad** (the freedom), **la juventud** (the youth), **la muchachada** (the crowd).
- Some nouns have the same form for both genders: **el/la artista** (the artist), **el/la pianista** (the pianist), **el/la cliente** (the client).

- Days of the week to indicate when something occurs, where English uses "on": **Vamos al cine el sábado** (We are going to the movies on Saturday).
- Parts of the body or articles of clothing, especially with reflexive verbs: **Me pongo el abrigo** (I put on my coat).
- Names of certain cities, countries, and continents: **la Florida, el Ecuador, la América del Sur**.
- Proper nouns modified by an adjective: **el pequeño José** (little José).
- The hour when telling time: **Es la una** (It is one o'clock).

### INDEFINITE ARTICLES

- Indefinite articles (**a, an,** and **some** in English) indicate a nonspecific person, place, or thing; the Spanish indefinite articles **un, una, unos,** and **unas** are:
  - Used in the same way as in English and normally come before the noun.
  - Not used in certain situations, such as after **ser** (to be) when the noun following **ser** is not modified: **Yo soy profesor** (I am a teacher). But **Yo soy una buena profesora** (I am a good teacher).

## NUMBER

- To make a noun plural:
  - Add **-s** to a noun ending in a vowel: **libro** (book) → **libros** (books), **puerta** (door) → **puertas** (doors).
  - Add **-n** to a noun ending in a consonant: **pared** (wall) → **paredes** (walls), **profesor** (teacher) → **profesores** (teachers).
  - Change **x** to **s** and add **-es** to a noun ending in **-x**: **hija** (girl) → **hijas** (girls), **luz** (light) → **luzes** (lights).

## ADVERBS

Adverb, usually formed by adding **-mente** to the feminine singular form of an adjective; note that many adjectives have the same form in the feminine.

Adjective	Form, Form	Adverb
rápido	rápida	rápidamente
feliz	feliz	felizmente
triste	triste	tristemente
sereno	serena	serenamente

**NOTE:** A written accent is maintained in the **-mente** form of an adverb.

abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente
abierto	abierto	abierto	abiertamente

- Adverbs are placed before the adjectives they modify but usually after the verb: **La profesora es muy simpática** (The teacher is very nice), **Ellos bailan bien** (They dance well).
- In a series of adverbs, the feminine form is used for all adverbs but **-mente** is placed only on the last one: **Elena habla lenta, clara y cuidadosamente** (Elena speaks slowly, clearly, and cautiously).

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### **Table of Contents Spanish Level 3 Study Guide**

1. Understanding the eBook Spanish Level 3 Study Guide
  - The Rise of Digital Reading Spanish Level 3 Study Guide
  - Advantages of eBooks Over Traditional Books
2. Identifying Spanish Level 3 Study Guide
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Spanish Level 3 Study Guide
  - User-Friendly Interface
4. Exploring eBook Recommendations from Spanish Level 3 Study Guide
  - Personalized Recommendations
  - Spanish Level 3 Study Guide User Reviews and Ratings
  - Spanish Level 3 Study Guide and Bestseller Lists

5. Accessing Spanish Level 3 Study Guide Free and Paid eBooks
  - Spanish Level 3 Study Guide Public Domain eBooks
  - Spanish Level 3 Study Guide eBook Subscription Services
  - Spanish Level 3 Study Guide Budget-Friendly Options
6. Navigating Spanish Level 3 Study Guide eBook Formats
  - ePub, PDF, MOBI, and More
  - Spanish Level 3 Study Guide Compatibility with Devices
  - Spanish Level 3 Study Guide Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Spanish Level 3 Study Guide
  - Highlighting and Note-Taking Spanish Level 3 Study Guide
  - Interactive Elements Spanish Level 3 Study Guide
8. Staying Engaged with Spanish Level 3 Study Guide
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Spanish Level 3 Study Guide
9. Balancing eBooks and Physical Books Spanish Level 3 Study Guide
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Spanish Level 3 Study Guide
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Spanish Level 3 Study Guide
  - Setting Reading Goals Spanish Level 3 Study Guide
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Spanish Level 3 Study Guide
  - Fact-Checking eBook Content of Spanish Level 3 Study Guide
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

#### 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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