

Content and Concepts in Spanish		
No.	Topic	Concept
Before we Start		
0.1	Word Classification	Hay cuatro palabras de contenido que pueden ser traducidas a cualquier idioma. Más aún, las palabras funcionales se tienen que explicar.
0.2	3 types of verbs	Los tres tipos de verbos son: to be, verbos de acción, y verbos auxiliares.
0.3	Sentence types (4)	Las cuatro tipos de oraciones son: afirmaciones, negaciones, preguntas afirmativas y preguntas negativas Los verbos se conjugan en presente y pasado simple y presente y pasado participio.
0.4	Verb conjugations	
0.5	Verb Venn Diagram	
0.6	The 12 Verb Tenses	
Level 01		
1	12 Verb Tenses	Son la combinación de presente, pasado y futuro con continuo, simple, perfecto, y perfecto continuo.
2	Modal Verbs	Son nueve verbos auxiliares cuyo uso hay que saber distinguir.
Level 02		
3	Modal Perfects	Son los verbos modales con el auxiliary “have” que se traduce como “he”- Este auxiliar es necesario en las oraciones de tiempo perfecto. Basta con saber su traducción.
4	Imperatives	Son órdenes en inglés. Estas se construyen meramente con la forma base del verbo. Ejemplo: Look!
5	Comparatives and Superlatives	Los comparativos se usan para comparar dos cosas y los superlativos se usan para comparar tres o más cosas. Es necesario saber los grados de los adjetivos (big, bigger, the biggest y beautiful, more beautiful, the most beautiful)

6	Tag Questions	Son mini preguntas que se ponen al final de afirmaciones o negaciones. El sujeto y el tiempo verbal tienen que concordar.
7	Me too/Me neither	Hay tres formas de decir “yo también” y otras tres para decir “yo tampoco”. En ambos grupos y una forma estándar de decirlo y dos formas que varían según el tiempo verbal de la oración.
Level 03		
8	Verb + Infinitive or Gerund	Cuando se va a mencionar una actividad después de un verbo, se puede usar un infinitivo o un gerundio dependiendo del cada verbo.
9	Articles	Los artículos son: a o an y the. Hay casos en que incluso no se usan estos artículos.
10	In/on/at	Las preposiciones se usan para indicar la posición de algo en un lugar o tiempo. Estas son las tres más esenciales. Hay más.
11	Indirect Pronouns	Esto es para decir alguien, algo, todos, nadie etc.
12	There is / There are	Esta es la forma de decir que “hay” algo en inglés.
13	Many/some/few/any	Estos se usan para determinar la cantidad ya sean muchos, algunos, pocos, o ninguno TOPIC No.
14	Pronouns	Pronombres. Hay cinco grupos principales de pronombres.
Level 04		
15	Get (vocabulary)	Get se puede usar con adjetivos, sustantivos, o preposiciones y denota un significado distinto en cada caso.
16	Use (vocabulary)	Use tiene varios usos incluyendo solía y acostumbrarse.
17	Connectors (vocabulary)	Estas son palabras que ayudan a conectar ideas.
18	Conditional sentences	Las oraciones condicionales constan de dos partes. Una condición y una consecuencia.
19	Passive Voice	La voz pasiva es cuando se empieza una oración con un objeto.

Level 05		
20	Reported Speech	Esto se usa cuando se quiere parafrasear lo que alguien dijo.
21	Clauses	Las clausulas son un sujeto y un verbo. Una oración debe contener al menos una clausula. También puede contener más “Yo estoy escribiendo” tiene una y “Yo estaba escribiendo mientras tu estabas leyendo” tiene dos.
22	Embedded Questions	Estas son preguntas que se hacen de forma indirecta al empezar la pregunta de alguna manera estándar como: sabrá usted donde...?
23	Appositives	Los apositivos son fragmentos dentro de una oración que no contienen verbo y que están separados entre comas que al quitarlo, la oración no pierde sentido.

TOPIC No. 0.1: Word Classification

Content Words	Classification	Function Words
Nouns	Common/Proper Countable/Non-countable	Pronouns
Verbs	To be Action verbs -Regular -Irregular -Phrasal verbs Auxiliary verbs -be -do -have -9 modal verbs	Prepositions
Adjectives	Short/Long Gradable/Ungradable	Determiners
Adverbs	adjectives+ly	Conjunctions
		Particles
		Auxiliary verbs
		Interjections

TOPIC No. 0.2: 3 Types of Verbs:

First of all, there are three types of verbs
• The verb “to be” • Action verbs ○ Regular ○ Irregular ○ Phrasal verbs • Auxiliary/modal verbs

TOPIC No. 0.3: 4 Types of Sentences:

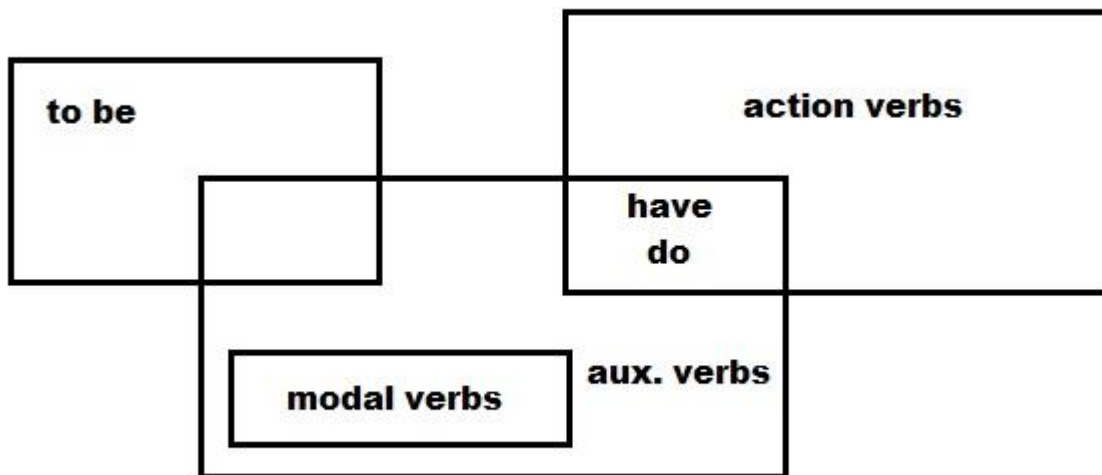
And four types of sentences
• Affirmative sentence • Negative sentence • Affirmative question • Negative question

TOPIC No. 0.4: Verb Conjugations:

Verb conjugations				
Base form	Present simple	Past simple	Past participle	Present Participle
be	am/are/is	was/were	been	being
have	have/has	had	had	having
do	do/does	did	done	doing
take	take/s	took	taken	taking
cut	cut/s	cut	cut	cutting
open	open/s	opened	opened	opening

NOTE: Present participle = verb or adjective. Gerund = noun

TOPIC No. 0.5: Verb Venn Diagram:



TOPIC No. 0.6: The 12 Verb Tenses

The 12 verb tenses are a combination of		
Present	X	Continuous
Past		Simple
Future		Perfect
		Perfect Continuous

TOPIC No. 01 12 Verb Tenses

Properties			
Verb tense		Example	Structure
Simples			
present	continuous	I am running.	subject + am/are/is + verb with ing
past		I was running.	subject + was/were + verb with ing
future		I will be running.	subject + will be + verb with ing
present	simple	I run.	subject + verb in present simple*
past		I ran.	subject + verb in past simple*
future		I will run.	subject + will + verb
Perfects			
present	perfect	I have run.	subject + have/has + verb in past participle
past		I had run.	subject + had + verb in past participle
future		I will have run.	subject + will have + verb in past participle
present	perfect continuous	I have been running.	subject + have/has been + verb with ing
past		I had been running.	subject + had been + verb with ing
future		I will have been running.	subject + will have been + verb with ing

The usage		
Simples		
present	continuous	1) Things happening right now. 2) Things happening around now. 3) Things planned for the future.
past		1) Long actions in the past.
future		1) Long actions in the future.
present	simple	1) Habits. 2) Facts. 3) Universal truths.
past		1) Short actions in the past.
future		1) Short actions in the future.
Perfects		
present	perfect	1) Announcements. 2) Something that happened in the past without mentioning when. 3) Something that started in the past and continues in the present (use “for” or “since” to give this meaning).
past		1) Short action in the past and the first to occur in real life.
future		1) Short action that will finish before another action or moment in the future.
present	perfect cont.	1) Action that started in the past and continues in the present.
past		1) Long action in the past and the first to occur in real life.
future		1) Long action that will finish before another action or moment in the future.

Los usos		
Simples		
presente	continuo	1) Cosas sucediendo ahorita mismo. 2) Cosas sucediendo alrededor de ahora. 3) Cosas planeadas para el futuro.
pasado		1) Acciones largas en el pasado.
futuro		1) Acciones largas en el futuro.
presente	simple	1) Hábitos. 2) Hechos. 3) Verdades universales.
pasado		1) Acciones cortas en el pasado.
futuro		1) Acciones cortas en el futuro.
Perfectos		
presente	perfecto	1) Anuncios. 2) Algo que pasó en el pasado sin mencionar el momento. 3) Algo que empezó en el pasado y que continúa en el presente siempre que se use “since” o “for”.
pasado		1) Acción corta en el pasado y la primera que ocurrió en vida real.
futuro		1) Acción corta que terminará en el futuro antes de otra acción o momento.
presente	perfecto cont.	1) Acción que empezó en el pasado y que continúa en el presente.
pasado		1) Acción larga en el pasado y la primera que ocurrió en vida real.
futuro		1) Acción larga que terminará en el futuro antes de otra acción o momento.

Affirmative sentences		
s.	aux.	main v.

Negative sentences				
s.	1st aux.	not	aux.	main v.

Simple Continuous

You	are	going.
You	were	going.
You	will be	going.

You	are	not		going.
You	were	not		going.
You	will	not	be	going.

Simple Simple

You		go.
You		went.
You	will	go.

You	do	not		go.
You	did	not		go.
You	will	not		go.

Perfect Simple

You	have	gone.
You	had	gone.
You	will have	gone.

You	have	not		gone.
You	had	not		gone.
You	will	not	have	gone.

Perfect Continuous

You	have been	going.
You	had been	going.
You	will have been	going.

You	have	not	been	going.
You	had	not	been	going.
You	will	not	have been	going.

Affirmative questions			
1st aux.	s.	aux.	main v.

Negative questions				
1st aux	s.	not	aux.	main v.

Simples Continuous

Are	you		going?
Were	you		going?
Will	you	be	going?

Are	you	not		going?
Were	you	not		going?
Will	you	not	be	going?

Simple Simple

Do	you		go?
Did	you		go?
Will	you		go?

Do	you	not		go?
Did	you	not		go?
Will	you	not		go?

Perfects Simple

Have	you		gone?
Had	you		gone?
Will	you	have	gone?

Have	you	not		gone?
Had	you	not		gone?
Will	you	not	have	gone?

Perfect Continuous

Have	you	been	going?
Had	you	been	going?
Will	you	have been	going?

Have	you	not	been	going?
Had	you	not	been	going?
Will	you	not	have been	going?

TOPIC No. 02 and No. 03 The 9 Modal Verbs

Modal Verbs		
Simples		Perfects
"Present"	"Past"	
will + BF can shall may	would + BF could should might	will have + Past Part. would have can have could have shall have should have may have might have must have
must + BF		

Modal Verbs (usage)					
"Present"		"Past"		Perfect	
will can	future ability	would could	conditional past ability + polite request + conditional recommendation	will have would have can have could have shall have should have may have might have must have	habrá habría no existe pudo haber habrá debió haber pudo haber pudo haber debió haber
shall may	future + invitation permission + posibility	should might	less possibility than may		
must		obligation + speculation			

TOPIC No. 04 Imperatives

Affirmative imperative	Negative imperative
Look	Don't look.

Topic No. 05 Comparatives and Superlatives

Level	Short adjectives	Long adjectives
+	Maracaibo is <u>hotter than</u> Margarita.	Maracaibo is <u>more interesting than</u> Margarita.
-	Maracaibo is <u>less hot than</u> Margarita.	
=	Maracaibo is <u>as hot as</u> Margarita.	

Level	Short adjectives	Long adjectives
+	Maracaibo is <u>the hottest city</u> in Venezuela.	Maracaibo is <u>the most interesting city</u> in Venezuela.
-	Maracaibo is <u>the least hot</u> city in Venezuela.	

Base Form	Comparative	Superlative
Short adjectives		
big	bigger	the biggest
small	smaller	the smallest
Long adjectives		
beautiful	more beautiful	the most beautiful
intelligent	more intelligent	the most intelligent

TOPIC No. 06 Tag Questions

Affirmation	Tag question
You are running,	aren't you?
You were running,	weren't you?
You will be running,	won't you?
 You run,	 don't you?
You ran,	didn't you?
You will run,	won't you?
 You have run,	 haven't you?
You had run,	hadn't you?
You will have run,	won't you?
and so on...	

Valid Combinations:		Uses:
+	-	Asking (TQ w/ rising intonation)
-	+	Commenting (TQ w/ r declining intonation)
+	+	Agreeing with someone else. (In this case the person who agrees, agrees to the first person's statement with the TQ)
-	-	

TOPIC No. 07 Me too / Me neither

For affirmations	For negations
I am swimming. • So am I. • I am too. I was swimming. • So was I. • I was too. I will be swimming • So will I. • I will too. I swim. • So do I. • I do too. I swam. • So did I. • I did too. I will swim. • So will I. • I will too.	I am not swimming. • I'm not either. • Neither am I. I was not swimming. • I was not either. • Neither was I. I will not be swimming. • I will not either. • Neither will I. I do not swim. • I do not either. • Neither do I. I did not swim. • I did not either. • Neither did I. I will not swim. • I will not either. • Neither will I.
and so on...	

TOPIC No. 08 Verb + Infinitive or Gerund

los infinitivos y gerundios son sustantivos	
infinitive + to	to go
gerundio	going
infinitive	go

Algunos verbos son seguidos por el infinitivo + to:

- I decided **to go**.
- I have **to go**.
- I forgot **to bring** it.
- I plan **to go** on vacation.
- I want **to sleep**.

Algunos verbos son seguidos por un gerundio:

- I dislike **reading** the news.
- I finished **working**.
- I enjoy **listening** music.
- I quit **smoking**.
- I suggest **going** early.

Algunos verbos pueden ser seguidos por el infinitivo + to o el gerundio manteniendo el mismo significado:

- I like **to swim**.
- I like **swimming**.
- I prefer **to walk**.
- I prefer **walking**.
- I continue **to work**.
- I continue **working**.
- I hate **to exercise**.
- I hate **exercising**.

Algunos verbos son seguidos por el infinitivo (sin el to):

- Let me **show** you.
- I helped them **finish**.
- I made him **go**.

Algunos verbos pueden ser seguidos por el infinitivo + to o el gerundio pero con significados diferentes:

- I stopped **to drink**.
- I stopped **drinking**.

Este tema es para estar al tanto del mismo ya que se trata de vocabulario y no de reglas.

TOPIC No. 09 Articles

articles		
a/an	the	no article

Use *a* o *an* cuando están hablando acerca de algo por primera vez:

- I have a question for you.
- I need an eraser.
- Do you have a minute?

Use *the* cuando están hablando acerca de algo en específico, algo de lo que ya saben, o algo de lo cual solo hay uno.

- I have the document.
- The nurse didn't come.
- Look at the moon.

No use artículo cuando están hablando de cosas en general:

- I like oranges.
- Cars are very convenient.
- Elephants can swim.

TOPIC No. 10 in/on/at

Estas preposiciones se usan tanto para el tiempo como para el espacio.

PREPOSICIONES		
	Tiempo	Espacio
IN	Para períodos de tiempo.	Para lugares cerrados o espacios geográficos.
ON	Para días en específico y fechas.	Para calles o cosas encima de otras.
AT	Para horas o momentos específicos.	Para lugares específicos.

EJEMPLOS		
IN	• In June • In they year 2000 • In the future • In the morning • In a momento	• In Venezuela • In the city • In this box • In a building • In my pocket
ON	• Monday • June 3, 2019 • On my birthday • On Christmas	• On the Street • On the avenue • On the table • On the floor
AT	• At 3 o'clock • At noon • At sunset • At night*	• At the beach • At home • At the office • At school

TOPIC No. 11 Indirect Pronouns

Las palabras *every*, *some*, *any*, y *no* tienen sus propios significados. Pero además pueden ser combinadas con algunas otras palabras aunque solo *some** tomaría un significado distinto al ser combinado.

<i>every some any y no</i> solos		
every	todos	I know every grammar aspect.
some*	algunos	I know some people who have that.
any	cualquiera	(solo para preguntas o negaciones) Pregunta: Do you have any magazines I can read? Negación: I don't have any magazines for you.
no	nada / ningún	I have no time for that.

<i>every some any y no</i> combinados con <i>body</i> note que <i>everybody</i> y <i>everyone</i> son intercambiables		
everybody	todas las personas	Everyone here can use this.
somebody*	alguien	I know somebody who can fix it. (repararlo)
anybody	cualquier persona	(solo para preguntas o negaciones) Pregunta: Do you have anybody who speaks Spanish? Negación: I don't know anybody who speaks Spanish.
nobody	nadie	Nobody understand your handwriting. (caligrafia)

<i>every some any y no</i> con <i>where</i>		
everywhere	en todos lados	I see palm trees everywhere.
somewhere*	en algún lado	Your book is somewhere in here.
anywhere	en cualquier lado	(solo para preguntas o negaciones) Pregunta: Is there anywhere I can sit down? Negación: I don't have anywhere to go on vacation.
nowhere	en ningún lado	You are nowhere near my house.

TOPIC No. 12 There is / There are

Para decir *hay* en inglés como por ejemplo *hay una caja en la oficina*, en inglés se deben usar dos palabras. La primera es *there* que siempre será utilizada y la segunda es el verbo *to be* conjugado de la manera adecuada. Por ejemplo: *THERE IS a box in the office.*

	Singular	Plural
Afirmación	There is a box in the office.	There are boxes in the office.
Negación	There isn't a box in the office.	There aren't boxes in the office.
Pregunta afirmativa	Is there a box...?	Aren't there boxes...?

Para hablar en pasado, tendríamos que cambiar el verbo *to be* a pasado...

	Singular	Plural
Afirmación	There was a box in the office.	There were boxes in the office.
Negación	There wasn't a box in the office.	There weren't boxes in the office.
Pregunta afirmativa	Was there a box...?	Weren't there boxes...?

TOPIC No. 13 Many/Some/Few/Any

Sustantivos	
Contables (se usa <i>are</i>)	No-contables (se usa <i>is</i>)
table	water
chai	sugar
car	happiness
kilo	wind

	contables	no-contables
muchos	a lot of	
muchos	many	much
algunos	some	
pocos	a few	a little
casi nada	few	little
ninguno (-)	any	
alguno (?)	any	

Ejemplos:

There are a lot of cars.	There is a lot of sugar.
There are many cars.	There is much sugar
There are some cars.	There is some sugar
There are a few cars.	There is a few sugar.
There are few cars.	There is few sugar
There aren't any cars.	There isn't any sugar
Are there any cars?	Is there any sugar?

TOPIC No. 14 Pronouns

Hay esencialmente cinco tipos de pronombres:

- 1) El pronombre personal se usa **antes** del verbo.
- 2) El pronombre objetivo se usa **después** del verbo.
- 3) El adjetivo posesivo va antes de un sustantivo. (no siendo un pronombre como tal se suele incluir en estas listas)
- 4) El pronombre posesivo se usa para decir *mío, tuyo*, etc.
- 5) Los pronombre reflexivos tienen dos usos:
 - a. Uno es para reflejar la acción a el mismo sujeto Ejemplo:
 - i. Ellos se oyen a ellos mismos.
 - ii. They hear **themselves**.
 - b. Y también se usa para decir que alguien hizo algo por si solo Ejemplo:
 - i. Ella lo hizo ella misma.
 - ii. She did it **herself** o She did it **by herself**.

Pronombre Personal	Pronombre Objetivo	Adjetivo Posesivo	Pronombre Posesivo	Pronombre Reflexive
I	me	my	mine	myself
you	you	your	your	yourself
he	him	his	his	himself
she	her	her	hers	herself
it	it	its	***	itself
we	us	our	ours	ourselves
you	you	your	yours	yourselves
they	them	their	theirs	themselves

TOPIC No. 15 Get (vocabulary)

Get	objetos	obtener algo	get a car	I will get a new car this year.
	adjetivos	convertirse en algo	get fat	I got fat during the holidays.
	preposiciones	un verbo	get up	I get up in the morning.

TOPIC No. 16 Use (vocabulary)

use	original	I use computers every day.
used to	solía	I used to go to school.
am used to	acostumbrado	I am used to the heat at night.

TOPIC No. 17 Connectors (vocabulary)

Coordinating Conjunctions	
for and nor but or yet so	para y ni pero o aún entonces
Subordinating Conjunctions	
after if although unless now that until as long as	después si (condicional) a pesar que a menos que ahora que hasta siempre y cuando

once	una vez
whenever	cuando sea que
because	debido a que
since	desde
where	donde
before	antes
so that	para que
even if	incluso si
wherever	donde sea
even though	a pesar que
while	mientras

TOPIC No. 18 Conditional Sentences

Zero Conditional	
We use this conditional when the result of one action is always the same.	
If I throw salt to ice, it melts.	
Present simple	Present simple
First Conditional	
We use this conditional when the condition can happen in real life and the results can be varied (unlike the one above where the results have to be always the same).	
If you bring your car, you can park around the corner.	
Present simple	Modal present simple
Second Conditional	
Use this conditional when you want to express a hypothetical situation, a dream, or something that could happen in real life but you think it is very unlikely to happen.	
If I lived in the bottom of the sea, I would be under a lot of pressure.	
Past simple	Modal past simple
Third Conditional	
Use this conditional to talk about what could have happened in the past. This is the first application you will see of the modal perfect.	
If I had taken the bus, I would have never arrived here on time.	
Past perfect	Modal perfect

Conditional Words: if, even, only if, as long as, provided, supposing, unless but for, if necessary, if so, in case. Also remember that the two clauses are interchangeable (most times) and that the comma is added when the first clause is the condition.

TOPIC No. 19 Passive Voice

Continuous/Progressive			
He is writing an email.	An email <u>is being</u> written by him.		
He was writing an email.	An email <u>was being</u> written by him.		
He will be writing an email.	* * *		
Simple			
She eats tangerines.	Tangerines <u>are</u> eaten by her.		
She ate tangerines.	Tangerines <u>were</u> eaten by her.		
She will be eating tangerines.	Tangerines <u>will be</u> eaten by her.		
Perfect			
He has repaired the computer.	The computer <u>has been</u> repaired by him.		
He had repaired the computer.	The computer <u>had been</u> repaired by him.		
He will have repaired the computer.	The computer <u>will have been</u> repaired.		
Perfect Continuous			
She has been painting it.	* * *		
She had been painting it.			
She will have been painting it.			
Modal Verbs			
The door	will would	be	repaired
and so on...			

TOPIC No. 20 Reported Speech

Sentences
Dave: I work in Caracas. Carol: Dave said that he worked in Caracas.
Dave: I worked in Caracas. Carol: Dave said that he had worked in Caracas.
Yes/No Questions
Dave: Is the weather good? Carol: Dave asked if the weather was good.
Wh Questions
Dave: When is the train leaving? Carol: Dave asked when the train was leaving.
Imperatives
Dave: Wait for me. Carol: Dave told me to wait for him.
Dave: Don't wait for me. Carol: Dave told me not to wait for him.

Changes in verb tenses	
From Present to Past	
Present Simple	Past Simple
Present Continuous	Past Continuous
Present Perfect Simple	Past Perfect Simple
Present Perfect Continuous	Past Perfect Continuous
From Past to Past Perfect	
Past Simple	Past Perfect
Past Continuous	Past Perfect Continuous
Past Perfect No Change	
Past Perfect	Past Perfect
Past Perfect Continuous	Past Perfect Continuous
Present modal	Past modal
will can shall may	would could should might
must	

Changes for expressions	
yesterday	the previous day
today	that day
tomorrow	the next day
last week	the previous week
this week	that week
next week	the next week

TOPIC No. 21 Clauses

Introduction: Generally, clauses are main/independent clauses or dependent/subordinate clauses. Conditionals, reported speech, and comparatives are clauses as well.

Considerations: There is only one consideration with main clauses but there are three main considerations with dependent clauses.

1. The main/independent clause is easy to practice. To combine two independent clauses use a comma followed by a coordinating conjunction. For example: *I like apples, but I don't like pears.* The resulting sentence with two independent clauses is called a compound sentence.
2. All the rest of the considerations are with dependent clauses. In this booklet we will focus on the adjective/relative clauses.
 - a. Adjective/relative clauses add information on a noun using a relative pronoun or relative adverb like “when”, “where”, and “why”. The relative pronoun or adverb becomes the subject of the clause. In other cases the adjective clause is just a single adjective.

Furthermore, adjective/relative clauses are classified as defining or non-defining.

Defining relative clauses	
who (S)	I know <i>who</i> did it.
whom (O)	The person <i>whom</i> you met was the boss.
whose	The person <i>whose</i> car was found must go to the police.
that (people)	The person <i>that</i> was here before me left this.
that (things)	The car <i>that</i> is double-parked right there is mine.
Non-defining relative clauses	
who	My boss, <i>who</i> is very strict, is from Tokyo.
whom	Mr. Suzuki, <i>whom</i> I invited to the party, plays the guitar.
which	The car, <i>which</i> was brand new, crashed into that tree.
whose (people)	My dog, <i>whose</i> name is Toby, is quite young.
whose (things)	That car, <i>whose</i> owner is on vacation, is badly parked.

TOPIC No. 22 Embedded Questions

Introduction: The embedded questions are questions made more formal or polite by making them indirectly. This structure can also appear when reporting questions in indirect speech.

Considerations: The original question becomes an affirmation and an extra question such as “Would you know?” or “Can you tell me?” is added at the beginning. These extra questions are usually the same.

Examples: Instead of saying “Where is the bathroom?” which might sound too brusque, we could say “Would you know where the bathroom is?”

The example of embedded questions in reported speech can be seen in page 13.

TOPIC No. 23 Appositives

Introduction: Appositives give extra information about a noun. In fact, its purpose is somewhat similar to non-defining adjective clauses on page 15.

Considerations:

- 1) The extra information is separated from the sentence by commas and can be omitted from the sentence without changing its meaning.
- 2) Appositives (unlike non-defining relative clauses) don’t contain relative pronouns or relative adverbs and they also don’t contain verbs.

Example: “My friend, a tourist from Canada, is staying at a guesthouse.”