

## Appendix 4

### Short forms (**he's** / **I'd** / **don't**, etc.)

- 4.1** In spoken English we usually pronounce "**I am**" as one word. The short form (**I'm**) is a way of writing this:

**I am** → **I'm**  
**it is** → **it's**  
**they have** → **they've**,  
 etc.

- ☐ **I'm** feeling tired this morning.  
☐ "Do you like this jacket?" "Yes, **it's** nice."  
☐ They've sold their car.

When we write short forms, we use ' (an *apostrophe*):

~~I am~~ → **I'm**    ~~he is~~ → **he's**    ~~you have~~ → **you've**    ~~she will~~ → **she'll**

- 4.2** We use these forms with **I/he/she**, etc.:

am	→	'm	<b>I'm</b>						
is	→	's		<b>he's</b>	<b>she's</b>	<b>it's</b>			
are	→	're					<b>we're</b>	<b>you're</b>	<b>they're</b>
have	→	've	<b>I've</b>				<b>we've</b>	<b>you've</b>	<b>they've</b>
has	→	's		<b>he's</b>	<b>she's</b>	<b>it's</b>			
had	→	'd	<b>I'd</b>	<b>he'd</b>	<b>she'd</b>		<b>we'd</b>	<b>you'd</b>	<b>they'd</b>
will	→	'll	<b>I'll</b>	<b>he'll</b>	<b>she'll</b>		<b>we'll</b>	<b>you'll</b>	<b>they'll</b>
would	→	'd	<b>I'd</b>	<b>he'd</b>	<b>she'd</b>		<b>we'd</b>	<b>you'd</b>	<b>they'd</b>

- ☐ **I've** got some new shoes.  
☐ **We'll** probably go out tonight.  
☐ **It's** 10:00. **You're** late again.

**'s = is or has:**

- ☐ She's going out tonight. (she's going = she **is** going)  
☐ She's gone out. (she's gone = she **has** gone)

**'d = would or had:**

- ☐ A: What would you like to eat?  
 B: **I'd** like a salad, please. (**I'd** like = **I would** like)  
☐ I told the police that **I'd** lost my passport. (**I'd** lost = **I had** lost)

Do not use **'m/s/'d**, etc. at the end of a sentence (see Unit 38):

- ☐ "Are you tired?" "Yes, I **am**." (not Yes, I'm.)  
☐ She isn't tired, but he **is**. (not he's)

- 4.3** We use short forms with **I/you/he/she**, etc., but you can use short forms (especially **'s**) with other words, too:

- ☐ **Who's** your favorite singer? (= who **is**)  
☐ **What's** the time? (= what **is**)  
☐ **There's** a big tree in the yard. (= there **is**)  
☐ **My sister's** working in London. (= my sister **is** working)  
☐ **Eric's** gone out. (= Eric **has** gone out)  
☐ **What color's** your car? (= What color **is** your car?)



## 4.4 Negative short forms (see Unit 41):

<b>isn't</b>	(= is not)	<b>don't</b>	(= do not)	<b>can't</b>	(= cannot)
<b>aren't</b>	(= are not)	<b>doesn't</b>	(= does not)	<b>couldn't</b>	(= could not)
<b>wasn't</b>	(= was not)	<b>didn't</b>	(= did not)	<b>won't</b>	(= will not)
<b>weren't</b>	(= were not)			<b>wouldn't</b>	(= would not)
<b>hasn't</b>	(= has not)			<b>shouldn't</b>	(= should not)
<b>haven't</b>	(= have not)			<b>mustn't</b>	(= must not)
<b>hadn't</b>	(= had not)				

- ☐ We went to her house, but she **wasn't** home.
- ☐ "Where's David?" "I **don't** know. I **haven't** seen him."
- ☐ You work all the time. You **shouldn't** work so hard.
- ☐ I **won't** be here tomorrow. (= I will not)

## 4.5 's (apostrophe + s)

's can mean different things:

- (1) 's = **is** or **has** (see section 4.2 of this appendix)

- ☐ It's raining. (= It **is** raining)
- ☐ It's been raining all day! (= It **has** been raining)

- (2) let's = let **us** (see Unit 34 and Unit 51)

- ☐ It's a beautiful day. **Let's** go outside. (= Let **us** go outside.)

- (3) Kate's camera = her camera

my brother's car = his car

the manager's office = his/her office, etc.

(see Unit 62)

Compare:

- ☐ **Kate's** camera was very expensive. (**Kate's** camera = **her** camera)
- ☐ **Kate's** a very good photographer. (**Kate's** = Kate **is**)
- ☐ **Kate's** got a new camera. (Kate's got = Kate **has** got)