

B.A.IV Semester

Basic English

Grammar and Composition

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Correction of errors in the use of articles

Incorrect: We live **in village**.

Correct: We live **in a village**. OR We live **in the village**.

Incorrect: She works **in pub**.

Correct: She works in **a pub**. OR She works in **the pub**.

A singular common noun (e.g. boy, girl, tree, country, teacher, village etc.) must have an article. A plural common noun can be used with or without an article.

Incorrect: He is **best player** in the team.

Correct: He is **the best player** in the team.

Incorrect: She is **fastest runner**.

Correct: She is **the fastest runner**.

The definite article **the** must be used with superlative adjectives.

Incorrect: **The Paris** is big city.

Correct: **Paris** is a big city.

Incorrect: I live in **the Mumbai**.

Correct: I live **in Mumbai**.

If the noun is proper it will take no article. Note that a proper noun is the name of a particular person, place or thing. Examples are: Sam, Mary, India, Paris, London etc.

Incorrect: **The iron** is a useful metal.

Correct: **Iron** is a useful metal.

Incorrect: **The gold** is yellow.

Correct: **Gold** is yellow.

Articles are not used with material nouns. Examples are: gold, silver, iron, wheat, rice etc.

Incorrect: We should not **make noise**.

Correct: We should not **make a noise**.

Incorrect: I have **an urgent business**.

Correct: I have **urgent business**. OR I have **some urgent business**.

Note these fixed expressions.

Incorrect: Do you sell eggs **by kilo** or **by dozen**?

Correct: Do you sell eggs **by the kilo** or **by the dozen**?

The is used in measuring expressions beginning with **by**.

Correction of errors in the use of Prepositions

Incorrect: He loves with me.

Correct: He loves me.

Incorrect: We discussed about the matter.

Correct: We discussed the matter.

Incorrect: We reached at the airport at 9 pm.

Correct: We reached the airport at 9 pm.

Incorrect: I have ordered for his dismissal.

Correct: I have ordered his dismissal.

Incorrect: He married with his friend's sister.

Correct: He married his friend's sister.

Incorrect: She entered into the room.

Correct: She entered the room.

Incorrect: The child resembles to its mother.

Correct: The child resembles its mother.

Incorrect: He is intelligence, but he lacks of experience.

Correct: He is intelligence but he lacks experience

Explanation

Verbs such as **enter, resemble, lack, discuss, marry, reach, order and approach** are normally followed by direct objects without prepositions.

Incorrect: What is the time in your watch?

Correct: What is the time by your watch?

Incorrect: We traveled in train.

Correct: We traveled by train.

Explanation

We write **by train/car/bike/boat/plane/land/sea/air** etc. But note that **by** is not used if there is an article. For example, we write **in the car, on a bus**, and not **by the car or by a bus**.

Incorrect: He is angry upon me.

Correct: He is angry with me.

Incorrect: I am pleased at you.

Correct: I am pleased with you.

Incorrect: He was trembling in rage.

Correct: He was trembling with rage.

Explanation

We use **with** in a number of expressions which say how people express their feelings and sensations. Common examples are: **white with fear/rage, red with anger/embarrassment, green with envy, blue with cold** etc.

Incorrect: Who is in the phone? It is John.

Correct: Who is on the phone? It is John.

Incorrect: There was an interesting show at TV.

Correct: There was an interesting show on TV.

Explanation

The correct expressions are **on the radio, on TV, on the phone** etc.

Incorrect: She washed her face in water.

Correct: She washed her face with water.

Incorrect: The snake was killed by a stone.

Correct: The snake was killed with a stone.

Explanation

We use **with** to talk about instruments with which something is done.

Incorrect: I go to school by foot.

Correct: I go to school on foot.

Incorrect: I congratulated her for her success.

Correct: I congratulated her on her success. 1. Objective case (of Noun or • Pronoun) is used after Preposition.

For example,

Incorrect- I do not depend on he.

Correct- I do not depend on him.

2. The Prepositions used after two words must be made clear if these two words are connected by and or or.

For example,

Incorrect- She is conscious and engaged in her work.

Correct- She is conscious of and engaged in her work.

3. If a Principal Verb is used after about, after, at, before, for, from, in, on, to, that Verb must be in ing (V4) form.

For example,

Incorrect- You prevented me from do it.

Correct- You prevented me from doing it. .

4. On, in, at, are not used before today, tomorrow, yesterday, the following day, the next day etc.

For example,

Incorrect- He will go there on to-morrow.

Correct- He will go there tomorrow.

5. No Preposition is used before the word home. At home is a phrase which bears a different meaning.

For example,

Incorrect- Bring a T.V. set at home.

Correct- Bring a T.V. set home.

6. After Transitive Verbs, like dis-cuss, describe, reach, order, tell, demand, attack, resemble, ridicule, etc. we directly use the object and no Preposition is used after the Verb.

For example:

Incorrect- The poet describes about the beauty of natural in this poem.

Correct- The poet describes the beauty of nature in this poem.

7. Say/suggest/propose/speak/reply/explain/talk/listen/write is followed by to-Preposition if there is a person in the form of object.

For example,

1. Incorrect- He did not reply me.

Correct- He did not reply to me.

2. Incorrect- He did not write to a letter.

Correct- He did not write a letter.

Correction of errors in the use of Adjectives and Adverbs

Some words ending in **-ly** are adjectives, and not normally adverbs. Examples are: *costly, cowardly, deadly, friendly, likely, lively, lonely, silly, miserly* and *unlikely*.

Incorrect: He behaved **cowardly**.

Correct: He behaved **in a cowardly manner**.

Correct: He behaved **like a coward**.

Incorrect: He laughed **silly**.

Correct: He gave **a silly laugh**.

Incorrect: He lives **miserly**.

Correct: He lives **in a miserly way**.

In the sentences given above the words **cowardly, silly** and **miserly** are all adjectives which cannot be used to modify verbs. And because there are no adverbs for these meanings we have to use adverb phrases like ‘in a cowardly manner’ and ‘in a miserly way’ to express the same idea.

Incorrect: **Just I had gone** when he came.

Correct: I **had just gone** when he came.

Incorrect: **Still I love** you.

Correct: I **still love** you.

The adverbs **still** and **just** go before the verb. If there is an auxiliary verb, the adverb goes after the auxiliary verb and before the main verb. If there is no auxiliary verb, the adverb goes before the main verb. If there are two auxiliary verbs, the adverb goes between them.

I **am still waiting** for your reply. (NOT I still am waiting for your reply.) (NOT I am waiting still for your reply.)

They **have just been** informed. (NOT They have been just informed.)

She **has just arrived**. (NOT She just has arrived.)

Correct the following sentences and state your reasons for doing so.

1. It was bitter cold.
2. I couldn't help not crying.
3. He will pay dear for this mistake.
4. She is too beautiful.
5. I haven't got no money.

6. He ate the sweets greedy.
7. I am much happy to see you.
8. No one can write as neat as he does.
9. I can't by no means allow you to do that.
10. I don't know nothing about this.

Answers:

1. It was **bitterly cold**. (We use an adverb (bitterly), and not an adjective (bitter) to modify another adjective (cold)).
2. I **couldn't help crying**. (Two negatives should not be used in the same sentence because they destroy each other.)
3. He will pay **dearly** for this mistake. (Adjective wrongly used in the place of adverb)
4. She is **very** beautiful. (The adverb too means 'more than enough'. It should not be used instead of very or much.)
5. I **have got no** money. OR I **haven't got any** money. (Two negatives destroy each other.)
6. He ate the sweets **greedily**. (Adjective wrongly used in the place of adverb)
7. I am **very** happy to see you. (Much should not be used with adjectives in the positive degree.)
8. No one can write as **neatly** as he does. (Adjective wrongly used in the place of adverb)
9. I **can't by any means** allow you to do it. OR I **can by no means** allow you to do it. (Double negatives)
10. I **don't know anything** about this. OR I **know nothing** about this. (Double negatives)

ADJECTIVES

Adjectives of quantity show how much of a thing is meant. Adjectives of quantity (some; much, little, enough, all, no, any, great, half, sufficient, whole) are used for Uncountable Nouns only.

For example,

Incorrect- I ate a few rice.

Correct- I ate some rice.

1. Numeral Adjectives are used for Countable Noun only and they show how many persons or things are meant or in what order a person or thing stands,

For example,

Incorrect- I have taught you little things.

Correct- I have taught you a few things.

2. When cardinal and ordinal are used together ordinal precedes the cardinal.

For example,

Incorrect- The four first boys will be given the chance.

Correct- The first four boys will be given the chance.

3. Later, latest refer to time, latter and last refer to position.

For example,

Incorrect- I reached at 10 am. But he was latter than I expected.

Correct- I reached at 10 am. But he was later than I expected,

4. Farther means more distant or advanced; further means additional.

For example,

Incorrect- He insisted on farther improvement.

Correct- He insisted on further improvement.

5. Each is used in speaking of two or more things, every is used only in speaking of more than two.

For example,

Incorrect- Every of the two boys will get a prize.

Correct- Each of the two boys will get a prize.

6. To express quantity or degree some is used in affirmative sentences, any in negative or interrogative sentences.

For example,.

Incorrect- Have you bought some mangoes?

Correct- Have you bought any mangoes?

7. In comparing two things, the Comparative should be used, The Superlative should not be used.

Incorrect- Which is the best of the two?

Correct- Which is the better of the two?

8. When two qualities of the same person or thing are compared, the Comparative in-er is not used. 'More' is used for this purpose.

Incorrect- He is wiser than brave.

Correct- He is more wise than brave.

9. When comparison is made by means of a comparative, the thing compared should be excluded from the class of things with which it is compared by using 'other' or some such word.

Incorrect- He is cleverer than any boy in the class.

Correct- He is cleverer than any other boy in the class.

10. When comparison is made by means of a superlative, the thing compared should include the class of things with which it is compared.

Incorrect- He is the strongest of all other men.

Correct- He is the strongest of all men ..

11. When two persons or things are compared, it is important that the same parts of things should

be compared.

Incorrect- The population of Bombay is greater than Delhi.

Correct- The population of Bombay is greater than that of Delhi.

12. Double comparatives and superlatives should not be used.

1. Incorrect- He is the most cleverest boy in the class.

Correct- He is the cleverest boy in the class.

2. Incorrect- He is more wiser than his brother.

Correct- He is wiser than his brother.

13. The comparative Adjectives superior inferior, senior, junior, prior, anterior, posterior prefer, etc., should be followed by 'to' instead of 'than'.

Incorrect- He is senior than me.

Correct- He is senior to me.

14. Adjectives like 'unique', ideal,

perfect, complete, universal, entire, extreme, chief, full square and round, which do not admit different degrees of comparison should not be compared.

Incorrect- It is the most unique thing.

Correct- It is a unique thing.

15. All the Adjectives which refer to the same Noun should be in the same degree of comparison.

Incorrect- He is the wisest and honest worker in the office.

Correct- He is the wisest and most honest worker in the office.

16. 'Elder' and 'eldest' should be used for persons only, strictly speaking, they are used for the members of the same family only. 'Older' and 'oldest' are used for both persons and things.

Incorrect- He is my older brother.

Correct- He is my elder brother.

ADVERBS

1. To modify a Verb, an Adjective or another Adverb, we use an Adverb.

Incorrect- She writes very careful.

Correct- She writes very carefully.

Carefully is an Adjective which cannot modify the Adverb very, therefore carefully (Adverb) must be used in place of Adjective careful.

2. Too means more than required and it is used with Unpleasant Adjective. So, we cannot use too glad, too happy, too pleasant, too healthy.

For example,

Incorrect- I am too glad to meet you.

Correct- I am very glad to meet you.

3. A sentence which is based on "Too To" format, we cannot replace to with so that. If we replace to with so that, too also must be replaced with cannot.

For example,

Incorrect- He is too weak so that he cannot walk.

Correct- He is too weak to walk. Correct- He is so weak that he cannot walk.

SUBJECT - VERB AGREEMENT

1 . Two or more Singular Subjects connected by and usually take a Verb in the Plural.

For example,

Incorrect- Hari and Ram is here.

Correct- Hari and Ram are here.

2. If two Singular Nouns refer to the same person or thing, the Verb must be Singular.

Incorrect- The Secretary and Principal are coming.

Correct- The Secretary and Principal is coming.

(Here the same person is .Secretary as well as Principal)

3. If the Singular Subjects are preceded by each or every, the Verb is usually Singular.

For example,

Incorrect- Every boy and girl were ready.

Correct- Every boy and girl was ready.

4. Two or more Singular Subjects connected by or, nor, either or, neither nor take a Verb in the Singular.

For example,

Incorrect- Neither he nor I were there.

Correct- Neither he nor I was there.

5. When the Subjects joined by 'or/nor are of different numbers, the Verb must be Plural, and the Plural Subject must be placed next to the Verb.

For example,

Incorrect- Neither the Assistant Masters nor the Headmaster was present.

Correct- Neither the Headmaster nor the Assistant Masters were present.

6. When the Subjects joined by or, nor are of different persons, the Verb agrees in person with the one nearest to it.

For example,

Incorrect- Either he or I is mistaken.

Correct- Either he or I, am mistaken.

7. A Collective Noun takes a Singular Verb when the collection is thought of as a whole, a Plural Verb when the individuals of which it is composed are thought of.

For example,

Correct- The Council has chosen the President.

Correct- The military were called out.

8. Some Nouns which are singular in form but plural in meaning, take a Plural Verb.

For example,

Incorrect- Mathematics are a branch of study in every school.

Correct- Mathematics is a branch of study in every school.

9. Words joined to a Singular Subject by with, together with, in addition to, or, as well as, etc. are parenthetical, and therefore do not affect the number of the Verb.

For example,

Incorrect- The Chief, with all his men, were massacred.

Correct-The chief, with all his men, was massacred.

10. When the Subject of the Verb is a Relative Pronoun care should be taken to see that the Verb agrees in Number and Person with the Antecedent of the relative.

For example,

correct- I, who is your friend, . will guard you,r interests.

Correct- I, who am your friend will guard your interests.

Question tags

Add appropriate question tags to the following sentences.

1. *She speaks English well,*?
 - a) does she
 - b) doesn't she
 - c) hasn't she
2. *He has left,*?
 - a) has he
 - b) hasn't he
 - c) doesn't he
3. *You will have some tea,*?
 - a) will you
 - b) haven't you
 - c) won't you
4. *I need not stay long,*?
 - a) need I
 - b) needn't I
5. *She loves dancing,*?
 - a) does she
 - b) doesn't she
 - c) has she
6. *You are not joining the strike,*?
 - a) are you
 - b) aren't you
 - c) have you
7. *He broke the glass,*?
 - a) did he
 - b) didn't he
 - c) hadn't he
8. *He is not late,*?
 - a) is he
 - b) isn't he
9. *He used to play cricket when he was young,*?
 - a) did he
 - b) didn't he
10. *Let's take some rest,*?
 - a) shall we
 - b) should we
 - c) will we

Answers

1. She speaks English well, **doesn't she?**
2. He has left, **hasn't he?**
3. You will have some tea, **won't you?**
4. I need not stay long, **need I?**
5. She loves dancing, **doesn't she?**
6. You are not joining the strike, **are you?**
7. He broke the glass, **didn't he?**
8. He is not late, **is he?**
9. He used to play cricket when he was young, **didn't he?**
10. Let's take some rest, **shall we?**

Exercise

- 1) She's from a small town in China,
Ans: [isn't she ?]
- 2) They aren't on their way already,
Ans: [are they]
- 3) We're late again,
Ans: [aren't we ?]
- 4) I'm not the person with the tickets,
Ans: [am I?]
- 5) Julie isn't an accountant,
Ans: [is she ?]
- 6) The weather is really bad today,
Ans: [isn't it ?]
- 7) He's very handsome,
Ans: [isn't he ?]
- 8) They aren't in Mumbai at the moment,
Ans: [are they ?]
- 9) You aren't from Brazil,
Ans: [are you ?]
- 10) John's a very good student,
Ans: [isn't he ?]

Homonyms and Homophones

1. There, Their, and They're are homophones that so many people often get jumbled up with.

“There” is commonly used to reference a place, point, or respect. For example:

“You can drop me off over there.”

“I disagree with you there.”

“Their” is possessive. For example:

“Her parents will decide whether or not they will put their house up for sale.”

“Their Christmas decorations always lit up the street.”

“They're” is a contraction of “They are.” For example:

“This weekend, they're going to visit Neuschwanstein Castle.”

“They're shopping for back to school supplies.”

2. Your and You're are two homophones that students and adults alike have problems with.

“Your” is possessive. For example:

“Your daughter's school is closed today because of the snow storm.”

“Make your online customers happy by providing them with free shipping.”

“You're” is a contraction of “you are.” For example:

“You're going to be busy in June and July.”

“The choir teacher will decide if you're going to compete at regionals.”

Do you struggle with distinguishing “you're” from “your?” In case you are not sure whether to use “your” or “you're,” then we recommend checking to see if the sentence will work when you replace the word with “you are.” If the sentence still makes sense, then feel free to use “you're.”

3. Two, Too, and To

“Two” refers to the number 2. For example:

“If you buy three, then you can get two candles for free.”

“You only have two days left to take advantage of our 20% discount code.”

“Too” means also or something that is in excess. For example:

“Arden bought that purse too.”

“Livi purchased too many shoes.”

“To” is a preposition pointing towards a person, place, point, or thing. Another way to use “to” is to express the limit of something or to express the purpose of something. For example:

“We are planning to go to the mall to shop for Annie’s birthday.”

“Dennis grew to over 6 feet tall.”

4. It’s and Its are homophones that people still get mixed up with. Don’t worry, they’re easy to differentiate:

“It’s” is the contraction of “it is.” Typically, when you use an apostrophe s (’s), you normally assume that this signals the possessive form of the word. Remember that with the word “it,” you are dealing with the exception to the rule. Whenever you see “it’s,” then know that this refers to the contraction of “it is.” For example:

“It’s going to be extremely busy all week.”

“Detlef believes that it’s never too late to learn a language.”

“Its” is possessive. For example:

“The beauty store had its annual VIP sale.”

“The company replaced its support system yesterday.”

5. Peak, Peek, Pique, and Peke

“Peak” means the top or the highest point of something. For example:

“Our peak shopping season starts in November and ends after the second week of December.”

“Our social media engagement usually peaks on the Wednesday of every week.”

“Peek” means taking a quick look or glance. For example:

“Let’s take a peek of the Fall catalogue.”

“Here is a sneak peek of the new trailer.”

“Pique” means to excite or irritate. For example:

“The subject line piqued my interest, so I quickly opened the mail.”

“She was piqued when they did not select her as one of the guest speakers.”

“Peke” is not commonly used, but we added it here just in case. Peke is a short-term for Pekinese dogs.

“The peke waited patiently outside as the owner shopped for groceries.”

“Our neighbors adopted a peke.”

6. Who’s and Whose

“Who’s” is a contraction of “who is.” For example:

“Who’s to say that you can’t wear white after Labor Day?”

“Who’s going to Coachella this year?”

“Whose” is possessive. For example:

“Whose laptop is this?”

“He works as a salesperson whose salary depends on commision.”

7. Right, Rite, Wright, and Write

“Right” can be considered as a homonym. One meaning “right” is correct or proper. “Right” can also mean immediately or exactly. It can also mean the direction that is the opposite of left. For example:

“This is the right way to greet your customers.”

“You need to comply to unsubscribe requests right away.”

“We need to turn right onto Johnson St.”

“Rite” means a ceremonial act or practice. For example:

“Getting your driver’s license can be seen as a rite of passage into adulthood.”

“The rite of afternoon tea is more common in Europe than in North America.”

“Wright” is a worker who usually creates or builds something. For example:

“His grandfather was a witty playwright.”

“The wright did a great job on reconstructing the apartment to look the way we imagined.”

“Write” is to communicate in writing or setting down words on paper or by typing on the computer. For example:

“We will write the press release for our new product launch with the VP of Sales.”

“You should write to customer support, in case you are having problems with your software.”

8. Check and Cheque

“Check” can be considered as a homonym. One meaning of “check” is to review or verify correctness. “Check” can also mean to restrain or stop something. Another definition of “check” is the bill in a restaurant or a bar. “Check” is also the American way of spelling a written order for a bank to pay a bill. For example:

“We wanted to check if the store accidentally double charged my credit card.”

“Her mother was always around to keep her behavior in check.”

“They decided to split the check.”

“She wrote a check to donate to the Children’s Hospital.”

“Cheque” is the British spelling of “check” as in the written order for a bank to pay a bill. For example:

“Her grandmother wrote her a cheque to pay for her tuition.”

“She deposited the cheque today.”

Keep your audience in mind when you’re choosing between check and cheque. If the majority of your subscribers are from the UK, Australia, and New Zealand, then we suggest to use “cheque” whenever you are talking about the word as a written order for a bank to pay a bill. If the majority of your subscribers are from North America and Asia, then go for “check.”

9. For, Fore, and Four

“For” is a preposition that alludes to the purpose or belonging to something:

“We designed a welcome email template specifically for new subscribers.”

“She bought fresh meat for her dogs.”

“Fore” means to be placed more to the front relative to something else. Another meaning of “fore” is to occur first or before with regards to place, time, or order. For example:

“You were assigned a seat in the fore of the class.”

“New management brought old issues to the fore.”

“Four” is the number 4. For example:

“Joy bought four pizzas for tonight’s get together.”

“Jovie gave four cupcakes to her favorite teacher.”

10. Grate and Great

“Grate” is another homonym. For instance, “grate” can mean to grind down or to irritate. Or “grate” can also be used as a noun to describe the metal bars that you find on stoves, furnaces, fireplaces, etc. For example:

“He grated the cheese on top of the spaghetti.”

“His sarcasm started to grate on my nerves.”

“Her left heel got stuck within one of the holes of the grate.”

“Great” can mean something that is large. “Great” can also mean that something is important. Another way to use “great” is to describe something that is excellent or skillful. For example:

“There is a great difference between phone model A and phone model B.”

“Many great politicians studied at Ivy Leagues”

“Paul’s meticulousness to details makes him a great manager.”

Tip: Don’t get confused between “greatful” and “grateful.” “Greatful” is not a word. On the other hand, “grateful” means being thankful or showing/feeling appreciation or gratitude.

11. Ware, Wear, and Where

“Ware” can mean to be cautious or be aware of. Also, “ware” can refer to a specified kind or class of manufactured goods or intangible items as in “silverware” or “software.” For example:

“Ryan is ware enough of the different animals he might encounter at the national park.”

“They decided to put their mother’s glassware collection up for auction. ”

“Wear” means to put on or to be used up. For example:

“Stephanie decided to wear her brand new leather jacket.”

“You can clearly see that the principal’s patience is wearing thin.”

“Where” is used to depict a place, point, or part. For example:

“Where should we place the photo in our email design?”

“They decided to hold the wedding at the same church where her parents got married.”

12. Review and Revue

“Review” means an inspection or an article or report that is a critical evaluation of something. In addition, “review” can mean the process of going over something again to possibly correct errors or get more acquainted with the information. For example:

“Marvin’s review of the vacuum cleaner was thorough and informative.”

“Dianne needs to review for her Finance exam next Monday.”

“Revue” is a form of entertainment that includes skits, sketches, songs, dances, etc. For example:

“The students are going to perform a revue on October.”

“Tong Tong’s International Revue has been a global hit for over ten decades.”

13. Team, Teem, and Theme

“Team” is a group of people that is associated in a joint action. For example:

“Our football team won our Homecoming game.”

“The developer team was able to fix the recent bugs.”

“Teem” means to reproduce. “Teem” can also mean to empty out or to pour out. Another definition is to gather in large in number. For example:

“A couple of years after the fire, the forest teemed with new life.”

“The river teems down with plenty of fish during this season.”

“The mosquitoes usually teem around this area from early June to the end of July.”

“Theme” can mean the underlying subject or the main idea or motif. For example:

“This year’s prom theme is the 60s.”

“The theme for this fall’s clothing line is equestrian.”

14. Weather and Whether

“Weather” describes the state of the environment regarding the temperature, moisture, wind, pressure, etc. For example:

“Did you know that the weather in Chicago is typically below freezing point during the winter months?”

“The weather in Germany can be unpredictable.”

“Whether” is usually used to state different alternatives. For example:

“I can’t decide whether to attend the birthday party or not.”

“We have doubts whether we can beat last week’s webinar attendance.”

15. While and Wile

“While” means an interval of time or to pass time. For example:

“Please serve the salad, while I put the ham in the oven.”

“His dad prefers to sit, while his mom shops.”

“Wile” means a trick. Another definition of “wile” is to lure or to use a cunning strategy. For example:

“The toddler used one wile after another until he got what he wanted. ”

“Her voice wiled the entire audience.”