

Distributives

Point 1: The word "**each**" focuses on individuals, one by one. It is singular so it must agree verbs and nouns.

1. **Each** car is special.
2. **Each** room has air conditioning.
3. **Each** student has a book.
4. **Each** car contains a navigation system.

Point 2: "**Every**" is similar to "**each**," but it is used to refer to all members of a group collectively while still treating them individually.

1. **Every** child needs attention.
2. **Every** car on the street is parked.
3. **Every** student in the class passed the exam.
4. He bought **every** book in the store.

Point 3: "**All**" refers to the entire group or total number of something, without focusing on individual members.

With **Plural Nouns**

1. **All** the students are present.
2. **All** the cars were damaged by the storm.

With **Uncountable Nouns**

1. **All** the water is clean.
2. **All** the cake was eaten.

Point 4: "**No**" refers to the absence of anything regarding the topic.

With **Plural Nouns**

1. **No** students came to the test.
2. **No** tables were available.

With **Uncountable Nouns**

1. We have **no** time.
2. There is **no** food in the fridge.

Point 5: "**Both**" refers to two items together and refers to them as a set.

1. **Both** my parents are doctors.
2. **Both** my tires are flat on my bike.

3. Have you met **both** my sisters?
4. I have two math classes and I failed **both** classes.

Point 6: "Both" and "all" usually appear before a noun, but they appear after the pronoun.

1. I ate both **apples**.
 1. I ate **them** both.
2. I read both **books**.
 1. I read **them** both.
3. I ate all **the cookies**.
 1. I ate **them** all.
4. I read all **the books**.
 1. I read **them** all.

Point 7: "Either" refers to one of two options, but not both. It is used to indicate a choice between two items. It is singular.

1. We can stay or leave. **Either** option is fine.
2. They have steak or fish. **Either** meal will do.
3. Both my sisters are smart. **Either** one can help you.
4. I bought two shirts, but I don't like **either** one.

Point 8: "Neither" is used to indicate that none of the two items or people is involved or affected. It is a negative form. It is singular.

1. We can take a bus or a taxi. **Neither** option is cheap.
2. My apartment has two rooms. **Neither** room has a window.
3. There are two computers in my office. I use **neither** one.
4. There were two desserts. **Neither** one looked good.

Distributives

Read and listen to four conversations using the grammar.

Conversation 1 | [PDF Worksheet](#)

Woman: Hello, how can I help you?

Man: Hi. I'd like to know more about your hotel. What are the rooms like?

Woman: We have standard and deluxe rooms.

Man: Can you tell me about **both**?

Woman: Sure. They're similar, but the deluxe rooms are bigger and have a living room.

Man: What are the amenities? What comes with **each** room?

Woman: **Both** rooms have a flat screen TV, a mini fridge, a coffee maker, and free

WiFi.

Man: That's good. Does **every** room have a balcony? I need fresh air.

Woman: Yes, **all** rooms have a small balcony.

Man: Okay. And how about bathrooms? Does **either** room option have a bathtub?

Woman: No, **neither** room has a bathtub, but **both** have a large shower.

Man: I see. And do **both** rooms have a large bed?

Woman: Yes, **all** the rooms have a large bed.

Man: Perfect. And what about the view? What rooms have a view of the ocean?

Woman: There are standard and deluxe rooms on **both** sides. Some face the ocean, some face the city. **Both** views are very nice, however.

Man: I see. Thank you. In that case, I'll book a standard room with a view of the ocean if you have one available.

Woman: It looks like we do. Let me assist you with that.

Conversation 2 | [PDF Worksheet](#)

Man: Where do you buy your clothes?

Woman: I buy my clothes at the mall.

Man: Why don't you buy your clothes online?

Woman: I like to try on the clothes before I buy them.

Man: I see. Do **all** the shops have a changing room?

Woman: Most do, but not **all**.

Man: Does the mall have many shops for men?

Woman: Not on **every** floor, but there are some on the second floor.

Man: I'll have to check it out. I usually buy **all** my clothes online.

Woman: Well, next time I go, you can come with me.

Man: That sounds fun. I'd like that.

Conversation 3 | [PDF Worksheet](#)

Man: I hear you visit Thailand often.

Woman: Yes, I love the country. I go there **every** chance I get. I love the beaches there.

Man: What is the weather like in Thailand? I want to visit there and stay on the beach.

Woman: That's a joke that there are three seasons: hot, hotter, and hottest.

Man: Really. What is the best time to go? I like hot weather, but not really hot.

Woman: Well, **each** season is pretty warm, but the dry season is not too bad.

Man: When is the dry season?

Woman: It is from December to March. It's sunny **almost every** day and cool at night.

Man: What about the other seasons?

Woman: The rainy season is from August to October.

Man: Oh, is that a bad time to go?

Woman: No, not really. It does rain **every** day, but only for a few hours in the evening.

Man: So, there's the wet season and the dry season. What other season is there?

Woman: There's the hot season from March to August. That's when it's really hot.

Man: So, if I go to Thailand, I guess I should go in the dry season.

Woman: Perhaps, but that's when **all** the tourists come, so **all** the beaches are crowded.

Conversation 4 | [PDF Worksheet](#)

Man: How many students do you teach?

Woman: *Every* semester, I have 100 students with 25 students in *each* class.

Man: That's a lot of students. Do you know *all* their names?

Woman: Yes, *each* and *every* one, but it takes a while to learn them.

Man: Wow. How can you remember them *all*?

Woman: I try to call on *each* student *every* day.

Man: That still sounds very difficult.

Woman: I also try to learn a detail about *each* student. That helps a lot.

Man: How long does it take to learn *all* the students' names?

Woman: For most classes, I can learn *all* the names in about a week.

Man: Wow, that is impressive.

Woman: Not really. Anyone can do it.

Quiz

Answer these questions about the interview.

1) How many rooms have a balcony?

- a) All of them
- b) None of them
- c) Some of them**

2) What do most of the stores have?

- a) Mirrors
- b) Discounts
- c) Changing rooms**

3) When is rainy season?

- a) March to August
- b) August to October**
- c) December to March

4) How long does it take to learn all the names?

- a) One day
- b) One week**
- c) One month

Gap Fill: Listen to the audio. Type in the correct word!

Conversation One

Woman: Hello, how can I **help/helping** you?

Man: Hi. I'd like to know more about your hotel. What are the **rooms/room** like?

Woman: We have standard and **detail//deluxe** rooms.

Man: Can you tell me **above/about** both?

Woman: Sure. They're similar, but the deluxe rooms are bigger and have a **lived/living** room.

Man: What are the amenities? What **come/comes** with each room?

Woman: Both rooms **have//has** a flat screen TV, a mini fridge, a coffee maker, and free Wi-Fi.

Man: That's good. Does **every/each** room have a balcony? I need fresh air.

Woman: Yes, all rooms **has/have** a small balcony.

Man: Okay. And how about bathrooms? Does **either/both** room option have a bathtub?

Woman: No, neither room has a bathtub, but both **have/has** a large shower.

Man: I see. And do both **rooms/room** have a large bed?

Woman: Yes, all **the/a** rooms have a large bed.

Man: Perfect. And what about the view? What rooms have a view of **the/a** ocean?

Woman: There are standard and deluxe rooms on both **sides/side**. Some face the ocean, some face the city. Both views are very nice, however.

Man: I see. Thank you. In that **cast/case**, I'll book a standard room with a view of the ocean if you have one available.

Woman: It looks like we do. Let me **assists/assist** you with that.

Conversation Two

Man: Where do you buy your **cloth/clothes**?

Woman: I buy my clothes **at/in** the mall.

Man: Why don't you **by/buy** your clothes online?

Woman: I like to try on the clothes before I buy **them/it**.

Man: I see. Do all the shops have **a/the** changing room?

Woman: Most do, but not **each/all**.

Man: Does the mall have many **shop/shops** for men?

Woman: Not on every floor, but there **are/is** some on the second floor.

Man: I'll have to check it **up/out**. I usually buy all my clothes online.

Woman: Well, next time I go, you can come **for/with** me.

Man: That sounds **funny/fun**. I'd like that.

Conversation Three

Man: I hear you visit Thailand **oftennever**.

Woman: Yes, I love the country. I go there **eachevery** chance I get. I love the beaches there.

Man: What is the weather like in Thailand? I want to visit there and stay **inon** the beach.

Woman: Thais **jokingjoke** that there are three seasons: hot, hotter, and hottest.

Man: Really. What is the best time to go? I like hot weather, but not really **hothotter**.

Woman: Well, each season is pretty warm, but the dry season is not too **badbadly**.

Man: When is the **drierdry** season?

Woman: It is from December to March. It's sunny **almostmost** every day and cool at night.

Man: What about the **otheranother** seasons?

Woman: The **rainyrain** season is from August to October.

Man: Oh, is that a bad time **tofor** go?

Woman: No, not really. It does rain every day, but only for a **littlefew** hours in the evening.

Man: So, there's the wet season and the dry season. What **anotherother** season is there?

Woman: There's the hot season from March to August. That's when it's **realreally** hot.

Man: So, if I go to Thailand, I guess I should go **inat** the dry season.

Woman: Perhaps, but that's when all the tourists come, so **eachall** the beaches are crowded.

Conversation Four

Man: How many students do you **teacherteach**?

Woman: Every semester, I have 100 students with 25 students in **eachall** class.

Man: That's a lot of students. Do you know **eachall** their names?

Woman: Yes, each and every one, but it takes a **whilewhen** to learn them.

Man: Wow. How can you remember them **allevery**?

Woman: I try to call on **alleach** student every day.

Man: That still **soundsounds** very difficult.

Woman: I also try to learn a detail about **botheach** student. That helps a lot.

Man: How long does it take to learn **everyall** the students' names?

Woman: For most classes, I can learn **alleach** the names in about a week.

Man: Wow, that **areis** impressive.

Woman: Not really. Anyone can do **allit**.

Corporate Terminology – Safety and Security

Precaution [Noun]

A measure taken in advance to prevent harm or ensure safety.

“The construction workers wore helmets and safety harnesses as a precaution against accidents.”

“Due to a flu spike, the company implemented various precautions like mandatory mask-wearing in meetings.”

Mitigate [Verb]

To make something less severe, harmful, or painful.

“The company implemented safety protocols to mitigate the risk of workplace accidents.”

“Taking regular breaks while working can help mitigate stress and prevent burnout.”

Vigilant [Adjective]

Alert to detect danger or ensure safety.

“The security guard remained vigilant throughout the night, patrolling the premises to prevent intruders.”

“The cybersecurity team remained vigilant against potential cyber-attacks by monitoring network activity closely.”

Safeguard [Verb/Noun]

To protect from harm or danger; a measure taken to protect against harm or danger.

“It's important to safeguard personal information by using strong passwords and encryption.”

“The lifeguard's primary duty is to safeguard swimmers from drowning.”