

USING GERUNDS AND INFINITIVES

Gerunds and infinitives are verb forms that can take the place of a noun in a sentence. The following guidelines and lists will help you figure out whether a gerund or infinitive is needed.

Following a verb (*gerund or infinitive*)

Both gerunds and infinitives can replace a noun as the object of a verb. **Whether you use a gerund or an infinitive depends on the main verb in the sentence.** Consult the lists below to find out which form to use following which verbs.

I *expect* **to have** the report done by Friday. [INFINITIVE]
He denied **copying** the information. [GERUND]

1. VERB + GERUND (-ING) [note that phrasal verbs, marked here with*, always fall into this category]

<i>acknowledge</i>	She <i>acknowledged</i> receiving assistance.
+* <i>accuse of</i>	He <i>was accused of</i> smuggling contraband goods.
+ <i>admit</i>	They <i>admitted</i> falsifying the data. (Also: <i>that</i> +clause)
+ <i>advise</i>	The author <i>advises</i> undertaking further study.
<i>appreciate</i>	I <i>appreciated</i> having a chance to read your draft.
+ <i>avoid</i>	He <i>avoided</i> answering my question.
<i>complete</i>	I finally <i>completed</i> writing my thesis.
<i>consider</i>	They will <i>consider</i> granting you money.
<i>delay</i>	We <i>delayed</i> reporting the results until we were sure.
+ <i>deny</i>	They <i>denied</i> copying the information. (Also: <i>that</i> +clause)
<i>discuss</i>	They <i>discussed</i> running the experiments again.
<i>entail</i>	This review procedure <i>entails</i> repeating the test.
+* <i>give up</i>	He has given up smoking .
+ <i>imagine</i>	Can you imagine living in Hawaii?
+* <i>insist on</i>	He <i>insisted on</i> proofreading the article again.
+ <i>involve</i>	This procedure <i>involves</i> testing each sample twice.
<i>mention</i>	The author <i>mentions</i> seeing this event.
* <i>plan on</i>	They had <i>planned on</i> attending the conference.
+ <i>postpone</i>	The committee <i>has postponed</i> writing the report.
<i>recall</i>	I cannot <i>recall</i> getting those results before.
<i>resent</i>	He <i>resented</i> spending so much time on the project.
+ <i>recommend</i>	She <i>recommends</i> reading Marx. (Also: <i>recommend</i> + <i>that</i> +subj+base form)
<i>risk</i>	She <i>risks</i> losing her viewing time.
+ <i>suggest</i>	I <i>suggest</i> repeating the experiment. (Also: <i>that</i> +subject+base form)
<i>tolerate</i>	She can't <i>tolerate</i> waiting for results.
+* <i>apologise for</i>	He <i>apologised for</i> being late. (Also ...for sth)
+* <i>complain about</i>	They <i>complained about</i> working conditions. (Also: ...about sth)

Some verb forms + -ing:

be used to :	He is used to driving on the left.
got used to:	He soon got used to driving on the left.
can't help:	I can't help crying when I watch romantic films.
can't stand:	I can't stand waiting .
don't mind / wouldn't mind:	I wouldn't mind being famous.
feel like:	I feel like eating a pizza.
it's no use:	It's no use crying over spilt milk.
spend(time):	He spent two hours writing a document.
look forward to:	I am looking forward to seeing him.

2. VERB + TO (infinitive)

+afford	We cannot <i>afford</i> to hesitate .
+agree	The professors <i>agreed</i> to disagree .
+arrange	They had <i>arranged</i> to meet at noon.
beg	He begged to be told the truth.
care	Would you <i>care</i> to respond ?
+claim	She <i>claims</i> to have new data. (Also: <i>that</i> +clause)
+decide	When did he <i>decide</i> to withdraw ?
+demand	I <i>demand</i> to see the results of the survey.
deserve	She <i>deserves</i> to have a fair hearing.
+expect	The committee <i>expects</i> to decide by tomorrow.
+fail	You failed to mention the crucial point.
hesitate	I <i>hesitate</i> to try the experiment again.
+hope	What do you <i>hope</i> to accomplish ?
+learn	We have <i>learned</i> to proceed with caution.
+manage	How did she <i>manage</i> to find the solution?
neglect	The author <i>neglected</i> to provide an index.
+need	Do we <i>need</i> to find new subjects?
+offer	We could <i>offer</i> to change the time of the meeting. (Also: <i>offer</i> sb sth)
+plan	They had <i>planned</i> to attend the conference.
prepare	He was not <i>prepared</i> to give a lecture.
+pretend	They <i>pretended</i> to be students.
+promise	They <i>promise</i> to demonstrate the new equipment.
+refuse	She <i>refused</i> to cooperate any longer.
seem	Something <i>seems</i> to be wrong with your design.
struggle	We <i>struggled</i> to understand her point of view.
+swear	He <i>swears</i> to tell the truth.
+threaten	The team <i>threatened</i> to stop their research.
+volunteer	Will you <i>volunteer</i> to lead the group?
wait	We could not <i>wait</i> to hear the outcome.
+want	She did not <i>want</i> to go first.
+wish	Do you <i>wish</i> to participate ?

3. VERB + an indirect object + TO (infinitive) [most of them are used as ‘reporting verbs’ in reported speech]

Some verbs are **followed by a pronoun or noun referring to a person, and then an infinitive**. Gerunds cannot be used in this position.

+advise	They advised me to study .
+allow	The teacher allowed us to use a dictionary.
+ask	I must <i>ask</i> you to reconsider your statement.
+beg	They <i>begged</i> Mary to stay for another term.
cause	His findings <i>caused</i> him to investigate further.
challenge	Wilkins <i>challenged</i> Watson to continue the research.
+convince	Can we <i>convince</i> them to fund our study?
+encourage	She <i>encouraged</i> him to look beyond the obvious.
+expect	They did not <i>expect</i> us to win an award.
+forbid	The author <i>forbade</i> me to change his wording.
+force	They cannot <i>force</i> her to reveal her sources.
hire	Did the department <i>hire</i> him to teach the new course?
instruct	I will <i>instruct</i> her to prepare a handout.
+invite	We <i>invite</i> you to attend the ceremony.
need	They <i>need</i> her to show the slides.
+order	He <i>ordered</i> the group to leave the building.
+persuade	Can we <i>persuade</i> you to contribute again?
+remind	Please <i>remind</i> him to check the references.
require	They will <i>require</i> you to send an outline.
teach	We should <i>teach</i> them to follow standard procedures.
+tell	Did she <i>tell</i> him to make three copies?
+urge	I <i>urge</i> you to read the instructions before you begin.
+want	I do not <i>want</i> you to have an accident.
+warn	Why didn't they <i>warn</i> me to turn down the heat?

4. SPECIAL USES:

- A. **make** in the active and **let** (active and passive) take the infinitive without **to**:
He made me move my car (but *I was made to move my car*).
She let us use her phone. (In the passive **let** is frequently replaced by **allow**:
After they had looked at our passport, we were allowed to go).
- B. Verbs of the senses: **feel, hear, see**, can be used with object+infinitive without **to**, but **see** and **hear** in the passive require the full infinitive:
I felt the house shake. *I heard her shout, “Stop!”.*
I saw her take the money (but *She was seen to take the money*).
 But these verbs are more often used with object + -ing:
I heard her shouting. *I saw her taking the money.*
- C. **ask, decide, discover, find out, know, learn, remember, want to know, wonder, understand** + question word + **to** infinitive:
He found out how to open the safe. I don't know what to do with this rubbish.
- D. **Adjectives** + **to** infinitive:
I am too tired to see a film now. (Purpose infinitive).
- E. **would rather** + infinitive without **to**:
Would you like to go today? I'd rather wait till tomorrow.
- F. **had better** + infinitive without **to**:
“You had better start at once”, he said. (= He advised me to start at once).
- G. Some verbs (*forget, remember, regret, stop*) can be followed by gerund or infinitive (diff. meaning).