

English Ladder

Student Workbook

Understanding the Use of "This," "That," and "It"

A polished self-study handout designed for print or tablet use. Read the concept, notice the pattern, and then complete the matching practice set on your own.



Grammar Concepts #28

Key Points

Additional Examples

Practice Exercises

Visual anchor

Use the concept poster to spotlight the main language pattern in **Understanding the Use of "This," "That," and "It"** and keep the explanation visible during practice and discussion.

ENGLISH LADDER

Concept 28 ► This | That | It

When referring to an idea, **"this"**, **"that"** and **"it"** are used differently.

Use **"this"** when referring to an idea you have just mentioned.

I'm bigger than ducks!
This is important to remember!

Use **"that"** when referring to an idea someone else has just mentioned.

I agree! **That** is important to remember!

Use **"it"** at the beginning of a sentence when referring to an idea at the end of the sentence.

It is important to remember that I am bigger than both of you!

The duck is snack-size. **It** looks delicious.

"It" is also used for physical objects that are not ideas.

englishladder.com



Core Idea

When referring to ideas in English, the words "this," "that," and "it" are used differently based on the context and the source of the idea. Let's break down the rules with precision and provide ample examples to clarify the correct usage.

Quick reference

1. Using "This"	"This" should directly follow the mention of the idea.
1. Using "This"	I just finished reading a fantastic book. This is the best book I've read all year.
2. Using "That"	"That" should follow a mention of the idea by another person.
2. Using "That"	Person A: "We should reduce our plastic use to protect the environment." Person B: "I agree! That is very important."
3. Using "It"	"It" is used for ideas that will be explained later in the sentence.
3. Using "It"	It is essential to understand the basics before moving on to advanced topics. (Referring to the idea of understanding basics)

Key Points

1. Using "This"

"This" is used when referring to an idea that you have just mentioned. It emphasizes a point or draws attention to something you consider important.

Rules:

- "This" should directly follow the mention of the idea.
- It is used for emphasis and to highlight importance.

Examples:

- I just finished reading a fantastic book. This is the best book I've read all year.
- We need to improve our customer service. This is crucial for our business's success.
- I've decided to learn Spanish. This will be a new and exciting challenge for me.
- The company posted record profits this quarter. This demonstrates our market strength.



- I'm adopting a new productivity method. This should help me manage my time better.

In each example, "this" refers back to the immediately preceding idea.

2. Using "That"

"That" is used when referring to an idea that someone else has just mentioned. It acknowledges or agrees with the other person's statement.

Rules:

- "That" should follow a mention of the idea by another person.
- It is used for agreement or acknowledgment.

Examples:

- Person A: "We should reduce our plastic use to protect the environment." Person B: "I agree! That is very important."
- Person A: "Exercise can significantly improve your health." Person B: "Absolutely! That is a fact."
- Person A: "He has shown great leadership in the project." Person B: "Indeed, that has been evident from the start."
- Person A: "The concert last night was amazing." Person B: "Yes, that was the best performance I've seen this year."

Here, "that" refers to the idea previously mentioned by another speaker.

3. Using "It"

"It" is used at the beginning of a sentence when referring to an idea mentioned at the end of the sentence.

"It" can also be used for physical objects that are not ideas.

Rules:

- "It" is used for ideas that will be explained later in the sentence.
- "It" can also refer to previously mentioned physical objects.

Examples:

- It is essential to understand the basics before moving on to advanced topics. (Referring to the idea of understanding basics)
- It is important to remember that we have a meeting tomorrow. (Referring to the idea of the meeting tomorrow)
- The cake is delicious. It tastes amazing. (Referring to the cake)
- It is a common practice to start meetings with a brief overview. (Referring to the practice of starting meetings with an overview)
- It was surprising to see how much progress was made in a short time. (Referring to the progress made)



In these examples, "it" points to an idea or object that will be or has been explained.

Additional Examples

"This" Examples:

- The proposal was approved unanimously. This indicates strong support from the team.
- She found an innovative solution to the problem. This could revolutionize our approach.
- They launched a new product last month. This has already received positive feedback from customers.

"That" Examples:

- Person A: "We need to invest more in renewable energy." Person B: "Yes, that is a critical step for sustainability."
- Person A: "She completed the marathon in under three hours." Person B: "Wow, that is impressive!"
- Person A: "Our sales have increased by 20% this quarter." Person B: "Indeed, that is a remarkable achievement."

"It" Examples:

- It is likely that the event will be rescheduled due to the weather. (Referring to the rescheduling of the event)
- It is evident from the results that the new strategy is working. (Referring to the new strategy working)
- The solution is simple. It only requires a minor adjustment. (Referring to the solution)

Practice Exercises

- Complete the sentences using "this," "that," or "it": I have a great idea. ___ will help us solve the problem.
Person A: "The presentation was very informative." Person B: "Yes, ___ provided a lot of useful insights."
___ is important to note that all employees must attend the meeting.
- Write your own sentences: Mention an idea and refer back to it using "this." Respond to someone's idea using "that." Begin a sentence with "it" to refer to an idea mentioned later in the sentence.

By understanding and practicing these rules, you will be able to use "this," "that," and "it" correctly and effectively in your conversations and writing.



Practice Check

Answer the quiz questions below with responses consistent with the grammar concepts taught in this article. Use " This," " That," or " It " to fill in the blanks.

ITEM 01

I just finished reading a fantastic book. _____ is the best book I've read all year.

Answer: _____

ITEM 02

Person A: "The presentation was very informative." Person B: "Yes, _____ provided a lot of useful insights."

Answer: _____

ITEM 03

_____ is important to remember that we have a meeting tomorrow.

Answer: _____

ITEM 04

We need to improve our customer service. _____ is crucial for our business's success.

Answer: _____

ITEM 05

Person A: "Exercise can significantly improve your health." Person B: "Absolutely! _____ is a fact."

Answer: _____

**ITEM 06**

_____ is essential to understand the basics before moving on to advanced topics.

Answer: _____

ITEM 07

The company posted record profits this quarter. _____ demonstrates our market strength.

Answer: _____

ITEM 08

Person A: "He has shown great leadership in the project." Person B: "Indeed, _____ has been evident from the start."

Answer: _____

ITEM 09

_____ is a common practice to start meetings with a brief overview.

Answer: _____

ITEM 10

I've decided to learn Spanish. _____ will be a new and exciting challenge for me.

Answer: _____

**ITEM 11**

Person A: "The concert last night was amazing." Person B: "Yes, _____ was the best performance I've seen this year."

Answer: _____

ITEM 12

_____ is likely that the event will be rescheduled due to the weather.

Answer: _____

ITEM 13

She found an innovative solution to the problem. _____ could revolutionize our approach.

Answer: _____

ITEM 14

Person A: "Our sales have increased by 20% this quarter." Person B: "Indeed, _____ is a remarkable achievement."

Answer: _____

ITEM 15

_____ is evident from the results that the new strategy is working.

Answer: _____

**ITEM 16**

They launched a new product last month. _____ has already received positive feedback from customers.

Answer: _____

ITEM 17

Person A: "We need to invest more in renewable energy." Person B: "Yes, _____ is a critical step for sustainability."

Answer: _____

ITEM 18

The cake is delicious. _____ tastes amazing.

Answer: _____

ITEM 19

_____ was surprising to see how much progress was made in a short time.

Answer: _____

ITEM 20

I'm adopting a new productivity method. _____ should help me manage my time better.

Answer: _____

**ITEM 21**

Person A: "We need to be more environmentally conscious." Person B: "Yes, _____ is absolutely true."

Answer: _____

ITEM 22

The solution is simple. _____ only requires a minor adjustment.

Answer: _____

ITEM 23

Person A: "She completed the marathon in under three hours." Person B: "Wow, _____ is impressive!"

Answer: _____

ITEM 24

_____ is a wonderful surprise to receive your letter.

Answer: _____



Self-check Answer Key

Use the key after you have completed every item on your own.

ITEM 01

I just finished reading a fantastic book. This is the best book I've read all year.

ITEM 02

Person A: "The presentation was very informative." Person B: "Yes, that provided a lot of useful insights."

ITEM 03

It is important to remember that we have a meeting tomorrow.

ITEM 04

We need to improve our customer service. This is crucial for our business's success.

ITEM 05

Person A: "Exercise can significantly improve your health." Person B: "Absolutely! That is a fact."

ITEM 06

It is essential to understand the basics before moving on to advanced topics.

ITEM 07

The company posted record profits this quarter. This demonstrates our market strength.

ITEM 08

Person A: "He has shown great leadership in the project." Person B: "Indeed, that has been evident from the start."

ITEM 09

It is a common practice to start meetings with a brief overview.

ITEM 10

I've decided to learn Spanish. This will be a new and exciting challenge for me.

ITEM 11

Person A: "The concert last night was amazing." Person B: "Yes, that was the best performance I've seen this year."

ITEM 12

It is likely that the event will be rescheduled due to the weather.

ITEM 13

She found an innovative solution to the problem. This could revolutionize our approach.

**ITEM 14**

Person A: "Our sales have increased by 20% this quarter." Person B: "Indeed, that is a remarkable achievement."

ITEM 15

It is evident from the results that the new strategy is working.

ITEM 16

They launched a new product last month. This has already received positive feedback from customers.

ITEM 17

Person A: "We need to invest more in renewable energy." Person B: "Yes, that is a critical step for sustainability."

ITEM 18

The cake is delicious. It tastes amazing.

ITEM 19

It was surprising to see how much progress was made in a short time.

ITEM 20

I'm adopting a new productivity method. This should help me manage my time better.

ITEM 21

Person A: "We need to be more environmentally conscious." Person B: "Yes, that is absolutely true."

ITEM 22

The solution is simple. It only requires a minor adjustment.

ITEM 23

Person A: "She completed the marathon in under three hours." Person B: "Wow, that is impressive!"

ITEM 24

It is a wonderful surprise to receive your letter.