

HOLT McDOUGAL LITERATURE

Language Handbook

Additional Practice in Grammar,
Usage, and Mechanics

GRADE 12

British Literature



HOLT McDOUGAL
a division of Houghton Mifflin Harcourt

Cover

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WORKSHEET 1

Recognizing Nouns, Pronouns, and Adjectives

EXERCISE A In the following sentences, underline the nouns once and the adjectives twice. You do not need to underline the adjectives *a*, *an*, and *the*.

EXAMPLE 1. Life by the Numbers, which presents mathematics in a new light, is one of the many exciting programs that public television offers this month.

1. My little sister and brother are fascinated by the program *Teletubbies*, in which four technological babies frolic in an imaginary world.
2. The performers in *Ipi Ntombi*, a South African musical, wear splendid costumes as they perform a lively blend of traditional and modern South African song and dance.
3. In the show *Love and Survival with Dr. Dean Ornish*, Dr. Ornish discusses the effect of diet and lifestyle on heart disease and offers viewers some simple yet effective techniques for survival.
4. Because my father plays the cello, he especially enjoys the performances of Yo-Yo Ma, who, in partnership with a variety of artists, offers unique interpretations of classical music.
5. Many programs appeal to our family of nature lovers, particularly the interesting documentary on whales, sharks, and other ocean dwellers; however, the close-up shot of the jaws of a shark was unexpected and a bit frightening.

EXERCISE B Underline the pronouns in the following sentences. On the line provided, label each pronoun with one of the following abbreviations: *PER* for personal, *REF* for reflexive, *INTN* for intensive, *DEM* for demonstrative, *INTR* for interrogative, *REL* for relative, or *IND* for indefinite.

EXAMPLE REF; PER 1. Hao excused himself from the table before he had finished eating.

- _____ 1. Has anyone besides her read *Kristin Lavransdatter* by Sigrid Undset?
- _____ 2. Those were given to Phil as a birthday present by Grandpa himself.
- _____ 3. Many of us perform daily exercise, which generally promotes good health.
- _____ 4. Which of these science projects can you complete by yourself?
- _____ 5. On the Internet we found most of this information about organic gardening.
- _____ 6. The team themselves designed a shirt for Coach Walsh, whose winning record amazes all.
- _____ 7. Who said, "Believing in yourself is one of life's most important endeavors"?
- _____ 8. This belongs to Sheila, who left it here yesterday.
- _____ 9. Kumari Chandralekha herself choreographed the dance performance that we saw.
- _____ 10. Whose poem has everyone chosen to be read after yours?

WORKSHEET 2

Identifying Verbs, Adverbs, and Conjunctions

EXERCISE A Underline the verbs in the following sentences. Above each action verb, write *AV*; above each linking verb, write *LV*; above each helping verb, write *HV*.

EXAMPLE 1. This ^{LV}is a map of the city, but I ^{HV}cannot ^{AV}find Watanabe Avenue.

1. Look at the road map, and tell me how many kilometers we have come since we left Ottawa.
2. This map could be clearer; it does not show the new expressway.
3. Here is a map that shows the climates of the countries of South America.
4. A map legend explains the symbols that the cartographer has included on the map.
5. On the map, the border country looks hilly, and the coastal area appears flat.

EXERCISE B Underline the adverbs in the following sentences, and draw an arrow from each adverb to the word or words it modifies.

EXAMPLE 1. Jamaal generously offered to take us in his boat to try our new water skis.

1. Cheryl and I quickly donned our life jackets and raced to Jamaal's boat.
2. We really believed we could skim gracefully over the water after a few minutes on our skis.
3. Soon we were roaring toward the ski area; there we dropped Cheryl overboard with the skis and towrope.
4. When Cheryl was ready, Jamaal accelerated gradually, and Cheryl rose smoothly above the surface.
5. She swung easily to the right but then careened wildly to the left before plunging into the boat's wake.

EXERCISE C Identify the part of speech of each italicized word by writing above the word one of the following abbreviations: *V* for verb, *ADV* for adverb, or *CONJ* for conjunction.

EXAMPLE 1. ^{ADV} *Earlier* I ^V *had* ^V *seen* the principal ^{CONJ} *and* explained our problem.

1. With dagger in hand, Macbeth *surreptitiously entered* the room where King Duncan *lay asleep and* murdered him.
2. Winona *carefully studied* her notes *again before* she *took* the test on Geoffrey Chaucer.
3. Sir Gawain, who *was* one of King Arthur's bravest knights, *boldly stepped forward and fearlessly accepted* the challenge.
4. For twenty years Penelope *and* Telemachus, who *were* Odysseus' wife and son, *had anxiously waited* for Odysseus to return to Ithaca.
5. We *can read* the original story about the hero Beowulf, or we *can* just as *easily read* John Gardner's version, which *is told* from the point of view of the monster Grendel.

WORKSHEET 3

Recognizing Conjunctions, Prepositions, and Interjections

EXERCISE A Underline the conjunctions in the following sentences. Then, on the line provided, classify each conjunction, using the following abbreviations: *CO* for coordinating, *CR* for correlative, or *SUB* for subordinating.

EXAMPLE SUB 1. I first became interested in treasure hunting because I read a newspaper article about a shipwreck.

- _____ 1. Does the idea of discovering a chest of pirate gold or digging up valuable artifacts excite you?
- _____ 2. Some individuals spend years following carefully researched leads, while others accidentally stumble across treasure-troves.
- _____ 3. To hunt for treasure beneath the sea, many salvage operations use not only historical archives but also sophisticated electronic equipment.
- _____ 4. The treasure-laden ship *Nuestra Señora de la Concepción* sank in the sixteenth century as it was supposedly carrying twenty-five tons of gold and silver.
- _____ 5. The ship with its precious cargo never returned to Spain and is believed to have sunk in the Bahamas.

EXERCISE B Add prepositional phrases to the following sentences in order to provide details that make the sentences more interesting. Write your phrases on the lines provided, and circle the prepositions you use.

EXAMPLE 1. Please listen carefully (for) the doorbell.

1. Marta makes delicious casseroles _____.
2. _____ he whistled a tune.
3. Tourists _____ enjoyed the traditional music.
4. _____ the performance will begin.
5. Excited _____ the children eagerly watched _____.

EXERCISE C Underline the interjection in each of the following sentences.

EXAMPLE 1. Hey, whose backpack is this?

1. Whew! It certainly is hot today!
2. She scored another goal! Hooray!
3. I love the way this cereal tastes! Yum!
4. Well, do we agree or disagree?
5. I've been training for the marathon, and, oh, the long distances are grueling!

WORKSHEET 4 Test

EXERCISE A On the lines provided, tell how each italicized word is used in the sentence. Use the following abbreviations: *N* for noun, *ADV* for adverb, *PRON* for pronoun, *PREP* for preposition, *ADJ* for adjective, *CONJ* for conjunction, *V* for verb, and *INT* for interjection.

EXAMPLE [1] *Wow!* INT I had a great spring break!

Spring break [1] *generally* _____ denotes scenes of sun, fun, frolic, and [2] *free* _____ time. However, students [3] *throughout* _____ the United States are hearing the [4] *call* _____ of volunteerism [5] *and* _____ are responding in an [6] *amazingly* _____ unselfish way. [7] *Many* _____ are trading their spring break suntans for the [8] *satisfaction* _____ of helping [9] *those* _____ in need. The organization [10] *behind* _____ these [11] *volunteer* _____ vacations is Break Away. The organization [12] *connects* _____ students with groups or agencies [13] *who* _____ need assistance, such as the Cherokee Nation Head Start program [14] *or* _____ Habitat for Humanity, which [15] *builds* _____ homes for low-income families. [16] *Participation* _____ in the program is growing, [17] *for* _____ students are finding [18] *great* _____ satisfaction in [19] *willingly* _____ donating their time and effort for good causes. [20] *“Oh,* _____ the experience was not only fun but also rewarding!” is heard at the end of Break Away week.

EXERCISE B On the line provided, complete each of the following sentences by filling in an example of the part of speech specified.

EXAMPLE My 1. *interjection*, you certainly take good notes!

- _____ 1. After the race, the runners verb on the sidelines.
- _____ 2. The adjective performance of the dancers from Bali fascinated the audience.
- _____ 3. Will your noun be available to baby-sit on Saturday night?
- _____ 4. The cheetah, the world's fastest land animal, can run seventy miles an hour, conjunction the much slower domestic cat can run only thirty miles an hour.
- _____ 5. The directions are unclear about whether we should go preposition the bridge.
- _____ 6. Jerome adverb completed the assignment and then helped others.
- _____ 7. Are pronoun eating a healthy diet and getting plenty of rest and exercise?
- _____ 8. interjection! The debate team just won first prize!
- _____ 9. My cousin, pronoun is a one-handed typist, uses a typing technique called chording on a special keyboard with only seven keys.
- _____ 10. conjunction she was determined and talented, in 1973 Laura Blears Ching became the first woman to compete against men in an international surfing contest.

WORKSHEET 1

Making Subject and Verb Agree

EXERCISE A For each of the following sentences, circle the subject of the main clause. Then, underline the verb form that agrees in number with the subject.

EXAMPLE 1. Neither of the poems (*rhyme, rhymes*).

1. (*Do, Does*) these flowering plants attract butterflies?
2. The black-and-white photographs taken by Alvarez Bravo (*is, are*) recognized for their rare beauty and deep meaning.
3. The sanderling, which is a common sandpiper along sandy beaches, (*change, changes*) to a light gray color in the winter.
4. Most of the recipes in this cooking magazine (*is, are*) too spicy for my family.
5. Everyone in the first two rows (*attend, attends*) the University of Texas at Austin.
6. Bilbo Baggins, who faces goblins, trolls, and dragons, (*is, are*) the protagonist of J.R.R. Tolkien's *The Hobbit*.
7. Many of the people from West Virginia (*designate, designates*) Blackwater Falls State Park as the state's most beautiful tourist attraction.
8. (*Do, Does*) each of these books need a new cover?
9. A large basket containing ripe, juicy peaches (*was, were*) delivered to our door this morning.
10. The qualities that mark a good leader (*include, includes*) intelligence, perseverance, and empathy.

EXERCISE B In each of the following sentences, draw one line under the subject of the main clause and two lines under the verb in parentheses that agrees in number with that subject. [Hint: You will select the subject and verb more easily if you first cross out prepositional phrases.]

EXAMPLE 1. Shawna, ~~in addition to Pat and Mary~~, (*have, has*) always handed homework in ~~on time~~.

1. This book, as well as the others about the South American rain forests, (*have, has*) been very helpful.
2. Each of your projects (*need, needs*) further work.
3. Both of these students (*seem, seems*) to be reliable.
4. None of these sources (*contain, contains*) information on the life of the Shawnee chief Tecumseh.
5. The sound that the drums and bugles make (*thrill, thrills*) the corps.
6. Either of the ships (*has, have*) been available for the voyage.
7. Membership in some of the clubs (*cost, costs*) more than I thought.
8. Some of our signals (*was, were*) understood by the other team.
9. How many miles (*have, has*) your aunt come to attend your graduation?
10. One of the poems by Tu Fu (*is, are*) titled "Jade Flower Palace."

WORKSHEET 2

Making Verbs Agree with Their Subjects

EXERCISE A In each of the following sentences, draw one line under the subject(s) and two lines under the choice in parentheses that agrees in number with the subject(s).

EXAMPLE 1. (*Where's, Where are*) Paolo and Dominick?

1. Neither the employees nor the employer (*has, have*) compromised.
2. Elizabeth Barrett and Robert Browning (*was, were*) married in 1846.
3. Both Eduardo and Wilma (*participate, participates*) in the debate tournament.
4. The strong winds and rough sea (*keep, keeps*) all boaters in port.
5. (*Where's, Where are*) your lecture notes on the Harlem Renaissance?
6. Raquel or a friend of hers (*is, are*) preparing quesadillas for the party.
7. Neither the counselor nor the secretaries (*know, knows*) about your transcript.
8. There (*remains, remain*) only a few topics from which to choose.
9. You and she (*is, are*) most likely to win.
10. Either his parents or her aunt and uncle (*intend, intends*) to chaperone the Kwanzaa party.

EXERCISE B In each of the following sentences, draw one line under the subject(s) and two lines under the choice in parentheses that agrees in number with the subject(s).

EXAMPLE 1. Each of these photographs (*was, were*) taken by Margaret Bourke-White.

1. Neither of the hikers (*has, have*) foul-weather gear.
2. (*Was, Were*) both Chief Sitting Bull and Chief Crazy Horse at the Battle of the Little Bighorn?
3. Nurse sharks and lemon sharks (*frequents, frequent*) inshore waters.
4. Members of the marching band (*raise, raises*) money for uniforms.
5. (*There's, There are*) Don Pablo's, one of my favorite restaurants.
6. Hunza, in northeast Pakistan, as well as Transcaucasia, a European region south of the Caucasus Mountains, (*is, are*) known for the reputed longevity of its residents.
7. Each of the candidates (*prepare, prepares*) a speech.
8. Fear of small or enclosed places (*is, are*) called claustrophobia.
9. The entire box of bagels (*has, have*) disappeared.
10. (*Is, Are*) any of Vincent van Gogh's paintings on display in the Louvre?

WORKSHEET 3

Choosing Verbs That Agree with Their Subjects

EXERCISE In each of the following sentences, underline the correct verb in parentheses.

EXAMPLE 1. Approximately 2,100,000 (is, are) the population of Chiapas, Mexico.

1. Waiting to see Yo-Yo Ma, the crowd (*was*, *were*) growing impatient.
2. The Philippines (*comprises*, *comprise*) approximately 7,100 islands.
3. Twenty minutes (*is*, *are*) not long to wait for a good table at that restaurant.
4. The basketball team (*has*, *have*) improved its record this year.
5. "Tears, Idle Tears" (*was*, *were*) written by Alfred, Lord Tennyson.
6. There (*is*, *are*) four quarters in my jeans pocket.
7. Several quarts of water (*is*, *are*) his daily liquid intake.
8. Sixty-four years (*was*, *were*) the length of Queen Victoria's reign.
9. Two pounds of mangoes (*is*, *are*) what I bought.
10. Ninety miles (*is*, *are*) too far to travel to work each day.
11. Every other Monday the committee (*meets*, *meet*) in the library.
12. Fourteen dollars (*is*, *are*) too much for a pound of lox.
13. Three quarters of the club members (*has*, *have*) paid their dues.
14. All of the fleet (*has*, *have*) anchored in the harbor.
15. A group of dissatisfied customers (*has*, *have*) arrived.
16. *The Collected Poems of Sterling A. Brown* (*was*, *were*) published in 1980.
17. The flock of sheep (*was*, *were*) being shorn one at a time.
18. Each class (*elects*, *elect*) one representative to the council.
19. The jury (*has*, *have*) been deliberating for three hours.
20. The kind of music that Bessie Smith is famous for singing (*is*, *are*) the blues.
21. Four years (*seem*, *seems*) like a long time to make payments on a loan for a new car.
22. Written by the clergyman Jonathan Swift, *Gulliver's Travels* (*satirize*, *satirizes*) some of the unpleasant aspects of human behavior.
23. Spectacular floats made of thousands of flowers (*is*, *are*) the featured attraction at the annual Tournament of Roses Parade in Pasadena, California.
24. The song "London Homesick Blues" by Gary P. Nunn (*describe*, *describes*) the English sense of humor.
25. Three fourths of the students (*is*, *are*) going on the class trip to Washington, D.C., this spring.

WORKSHEET 4

Ensuring Pronoun-Antecedent Agreement

EXERCISE A Most of the following sentences contain pronouns that do not agree with their antecedents. If a pronoun does not agree with its antecedent, cross out the incorrect form and write the correct form on the line provided. If a pronoun agrees with its antecedent, write *C*.

EXAMPLE his or her 1. Did anyone remember to bring ~~their~~ notebook?

- _____ 1. One of the girls asked their parents to chaperone the trip to Washington, D.C.
- _____ 2. Because of a traffic jam, Mark and Pedro arrived at the airport just as his airplane was departing.
- _____ 3. Each of the doctors received their medical degree from Harvard Medical School.
- _____ 4. Charlotte Brontë creates a mysterious hero in her novel *Jane Eyre*.
- _____ 5. Most of the dolls in my collection are still in its original packaging.
- _____ 6. Either the catfish or the hagfish carries its eggs in its mouth until the eggs hatch.
- _____ 7. Will everyone save their questions until after the speaker has finished?
- _____ 8. The flight crew discussed the situation and presented its plan to the passengers.
- _____ 9. After reading *Women in the Middle Ages*, our class used them as a basis for projects and reports.
- _____ 10. To settle a dispute between the proprietors of Maryland and the proprietors of Pennsylvania, Charles Mason and Jeremiah Dixon completed his survey, which resulted in the Mason-Dixon Line.

EXERCISE B Complete each of the following sentences by supplying a pronoun (or pronouns, if necessary) that agrees with its antecedent.

EXAMPLE 1. Neither Jill nor Darlene wants her poem read aloud.

1. Each of the boys prepared a delicious gourmet meal for _____ family.
2. By painting beautiful murals and frescos, the Mexican artists José Clemente Orozco and Diego Rivera commemorated _____ country's workers.
3. None of the young men seemed nervous when it was _____ turn to perform.
4. Neither Grandma nor Aunt Kuri still has the kimono in which _____ was married.
5. The club cast _____ individual votes for a new president.
6. Debuting in 1951, *The King and I* delights audiences with _____ music and love story.
7. Many of the citizens voiced _____ opinions about the city's plan to renovate the downtown area.
8. Did anyone in the play forget _____ lines?
9. Katherine Dunham became the first African American choreographer at the Metropolitan Opera in New York City when _____ choreographed *Aida* in 1963.
10. One of the girls expressed _____ willingness to collect items for the clothing drive.

WORKSHEET 5

Making Pronouns and Antecedents Agree

EXERCISE In each of the following sentences, draw one line under the correct pronoun(s) in parentheses and two lines under the antecedent(s) of the pronoun(s).

EXAMPLE 1. The National Association for the Advancement of Colored People (NAACP) elected Julian Bond (its, their) president.

1. Did each of the girls ride (*her*, *their*) own horse?
2. Somebody had apparently done (*his or her*, *their*) best to remove the graffiti.
3. Both Hae Sin and Dena did (*her*, *their*) homework in study hall.
4. The crowd took sides in the debate (*it*, *they*) watched.
5. A person should try to save part of (*his or her*, *their*) income.
6. Do you agree that no person can control (*his or her*, *their*) destiny completely?
7. Everyone in the school and a great many townspeople showed (*his or her*, *their*) interest in a shorter school day.
8. Felipe read *Fair Gentlemen of Belken County* and wrote an essay on (*them*, *it*).
9. Neither Stephanie nor Rosemary will be able to play (*her*, *their*) best today.
10. Nature and nature's creatures may one day reveal all (*its*, *their*) secrets.
11. You should ask a history teacher, for (*they*, *he or she*) can probably help you.
12. Anyone who has a question about (*his or her*, *their*) grade should consult the teacher.
13. When a child becomes bored with a toy, (*he or she*, *they*) will usually forget it somewhere.
14. Both Julio and he seemed to be in (*their*, *his*) best form as they practiced on the parallel bars.
15. If anyone disagrees with this editorial, (*he or she*, *they*) can write to the editor.
16. None of the men would tell the reporter (*their*, *his*) names.
17. No one on the city council would permit (*themselves*, *himself or herself*) to be quoted.
18. Mrs. Abernathy and Ms. Fuentes will help you with your schedule if you ask (*them*, *her*).
19. The trio took (*its*, *their*) places on stage.
20. The United Nations has (*its*, *their*) headquarters in New York City.
21. Something moved, unseen in the darkness, and Officer Jensen detected the labored sound of (*its*, *their*) breathing.
22. Do you think Gordon and Troy will visit (*his*, *their*) cousins in London this summer?
23. Neither Allison nor Jennifer can take time off from (*her*, *their*) job this summer to take a long vacation.
24. Do you know when the Knox College Choir will perform in Chicago during (*their*, *its*) spring tour?
25. The Hawaiian Islands remain secure in (*its*, *their*) place as a favorite tourist destination.

WORKSHEET 6 Test

EXERCISE A Most of the following sentences contain verbs that do not agree with their subjects. If a verb does not agree with its subject, draw a line through the incorrect verb form and write the correct form on the line provided. If a verb agrees with its subject, write *C*.

EXAMPLE are 1. There ~~is~~ approximately seven hundred islands in the Bahamas.

- _____ 1. Our tour group are departing tomorrow on Flight 632 for a week-long stay in the Bahamas.
- _____ 2. Is the history of the islands the subject of the tour guide's first lecture?
- _____ 3. Most of the islands are still uninhabited.
- _____ 4. Remember that hats and sunscreen protects skin that is unaccustomed to the hot subtropical sun.
- _____ 5. Everybody going to the Ardastra Gardens need a camera and a notebook.

EXERCISE B Complete each of the following sentences by supplying a pronoun (or pronouns, if necessary) that agrees with its antecedent.

EXAMPLE 1. Neither of the bracelets has had its tag removed.

1. The committee had been divided in _____ opinions about a fund-raising project.
2. Would anyone like lettuce on _____ sandwich?
3. The country of Seychelles derives much of _____ national income from tourism.
4. Either Martin or Neil will display _____ sculpture at the library's art show.
5. Because Fairuz has often been called the greatest modern Arabic singer, poets and composers from around the world offered her _____ song-writing services.

EXERCISE C Most of the following sentences contain errors in agreement. If a sentence contains an error or errors in agreement, underline the incorrect verb(s) or pronouns(s) and supply the correct form(s) on the line provided. If a sentence is correct, write *C*.

EXAMPLE spends, his or her 1. Neither Juan nor Elayne spend their free time outdoors.

- _____ 1. The ultimate endurance race for outdoor enthusiasts is the Eco-Challenge.
- _____ 2. Each of the combined male and female teams use only nonmotorized transportation, such as kayaks, mountain bikes, horses, feet, and climbing ropes.
- _____ 3. Three hundred miles seem like an unbelievable distance, but these competitors train hard to reach its goal.
- _____ 4. If a team member feels like quitting, they rely on teammates for encouragement, for the entire team must cross the finish line together to win.

Continued ➞

- _____ 5. Eco-Challenge had their first race in southeastern Utah in 1995.
- _____ 6. The winning team claimed its victory after seven days, sixteen hours, and twelve minutes of nonstop action!
- _____ 7. Only twenty-one out of fifty teams finished, because teamwork, endurance, spirit, and compassion is required.
- _____ 8. One of the race's important functions are to raise environmental awareness.
- _____ 9. As a result of the 1995 race, Castle Dale, Utah, were inspired to start their own recycling program.
- _____ 10. Each of the race sites reap its ecological reward from the competitors.

EXERCISE D Most of the following sentences contain an error in agreement. Cross out each incorrect verb or pronoun form, and write the correct form on the line provided. If a sentence is already correct, write *C* on the line.

- EXAMPLES is 1. Which one of these snakes ~~are~~ poisonous?
- C 2. Neither she nor her friends are responsible.

- _____ 1. The success of these players result from their excellent physical condition.
- _____ 2. Where's your brother and sister?
- _____ 3. None of the nations feels antipathy toward the others.
- _____ 4. One of the old folk remedies are sulfur and molasses.
- _____ 5. Once a person learns to ride a bicycle, they will almost never forget how to do it.
- _____ 6. Neither Luis nor Joseph could do their best under such adverse circumstances.
- _____ 7. *Korean Love Songs* were written by Rolando Hinojosa-Smith.
- _____ 8. A small group of reporters was waiting for the mayor.
- _____ 9. Neither of the girls spent the money she earned.
- _____ 10. The design of each of these machines reduce wasted energy.
- _____ 11. The cost of labor and materials puts us in a dilemma.
- _____ 12. The leaders of the women's rights convention in Seneca Falls, New York, in 1848 were Elizabeth Cady Stanton and Lucretia Mott.
- _____ 13. Juana, as well as her brothers, have studied the piano.
- _____ 14. A pair of hip boots top my list of items to pack for the fishing trip.
- _____ 15. A brochure about the Bahama Islands were lying on the desk.
- _____ 16. Three weeks is all the time you have to finish this project.
- _____ 17. For short trips the train or the bus provides an inexpensive way to travel.
- _____ 18. Every one of the Williamsses' four sons worked their way through college.
- _____ 19. Twenty dollars wasn't enough to pay the dinner bill.
- _____ 20. The National Farm Workers Association were founded by Cesar Chavez in 1962.

WORKSHEET 1 Using Irregular Verbs

EXERCISE In each of the following sentences, underline the correct verb form in parentheses.

EXAMPLE 1. By then, William Wordsworth had (*became*, *become*) poet laureate of England.

1. I had always (*rode*, *ridden*) my bicycle to school.
2. An hour later Kathryn (*come*, *came*) back.
3. My grandmother has (*gave*, *given*) me her recipe for kimchi.
4. Maria Callas, of course, (*sang*, *sung*) beautifully.
5. All day, smoke had (*rose*, *risen*) from the forest.
6. One plane had (*flew*, *flown*) all the way above the clouds.
7. Hiroshi has (*chose*, *chosen*) to major in computer science.
8. Have you ever (*beat*, *beaten*) Georgia in a tournament match?
9. No one (*seen*, *saw*) him leave when the police came.
10. You should have (*rang*, *rung*) the doorbell.
11. He would have won the race if he hadn't (*fell*, *fallen*) near the tape.
12. Kathleen Battle has never (*sang*, *sung*) better than she did tonight.
13. Who (*set*, *setted*) these flowers in my seat?
14. After the solution was stirred, the lighter liquid (*rose*, *raised*) to the surface.
15. The trainer thought Dean had (*tore*, *torn*) a ligament.
16. Jennifer has (*went*, *gone*) to the bakery to buy some bread.
17. When we (*come*, *came*) home, we found the doors locked.
18. N. Scott Momaday had (*wrote*, *written*) a novel before *The Way to Rainy Mountain* was published in 1969.
19. You should have (*blown*, *blew*) your horn if you wanted to pass.
20. The cat (*leaved*, *left*) the windowsill when it heard the sound of food being poured into its dish.
21. The rockets (*rose*, *rised*) several miles before losing power.
22. I had already (*send*, *sent*) three letters to him.
23. How many novels has Chinua Achebe (*wrote*, *written*)?
24. Grandma Moses (*began*, *begun*) painting when she was in her seventies.
25. They have (*sat*, *sitted*) in the right seats.

Continued ➞

26. I wish I had (*known, knew*) he was coming.
27. The guests had (*drunk, drank*) all the punch.
28. Who (*give, gave*) you the money?
29. Had anyone (*spoke, spoken*) to Jaime?
30. We had (*broke, broken*) the key in the lock.
31. Using its afterburners, the plane (*rised, rose*) from the short runway.
32. Lucia (*began, begun*) her speech with a quotation from Margaret Walker's poem "For My People."
33. Because the main had (*burst, bursted*), the street was flooded.
34. To preserve the fruit, we had (*froze, frozen*) it.
35. You should have (*drew, drawn*) a smaller picture.
36. Before dinner we (*swam, swum*) out to the raft.
37. All that night the lantern (*swang, swung*) in the wind.
38. I wish you had (*took, taken*) pictures of the ruins of the prehistoric pueblo.
39. If he'd (*gone, went*) when we did, he'd have arrived on time.
40. I wish I had (*took, taken*) a course in typing.
41. Jermaine (*did, done*) more than anyone had expected him to do.
42. We have (*chose, chosen*) our candidate.
43. If the money is gone, someone must have (*stole, stolen*) it.
44. They came in and (*sat, sitted*) down for a minute.
45. (*Did, Done*) the doctor do all she could?
46. I could not have (*drove, driven*) this car any farther.
47. When I (*come, came*) for help, he refused me.
48. Prices of consumer goods (*rose, risen*) this fall.
49. Uncle Waldo and Aunt Beatrice (*sat, sitted*) in the swing.
50. I have (*seen, saw*) every movie featuring Alfre Woodard.

WORKSHEET 2 Using Irregular Verbs

EXERCISE On the line provided, write the correct form (past or past participle) of the verb preceding each of the following sentences.

EXAMPLE go 1. Umeko and he have gone to the theater to see *Les Misérables*.

- | | |
|---------------|--|
| <i>rise</i> | 1. Yesterday the heavy fog _____ before noon. |
| <i>break</i> | 2. I thought you had _____ your leg. |
| <i>beat</i> | 3. Our soccer team has been _____ only twice this season. |
| <i>choose</i> | 4. I had _____ the wrong road. |
| <i>come</i> | 5. Ruth Bader Ginsburg _____ to national attention when President Clinton appointed her to the Supreme Court in 1993. |
| <i>blow</i> | 6. The barn was _____ down during the storm. |
| <i>draw</i> | 7. Sachi _____ us a map of the shortest route. |
| <i>burst</i> | 8. As we were turning a corner, the tire _____. |
| <i>fly</i> | 9. Oliana has _____ to Luzon to see her grandparents. |
| <i>grow</i> | 10. That tree _____ two inches last year. |
| <i>know</i> | 11. You should have _____ that Reykjavík is the capital of Iceland. |
| <i>give</i> | 12. I _____ the letter to Gerard yesterday. |
| <i>slide</i> | 13. Slowly, the heavy block of stone _____ over the log rollers. |
| <i>write</i> | 14. Alberto Ríos has _____ several collections of poetry. |
| <i>throw</i> | 15. Who _____ these papers on the floor? |
| <i>win</i> | 16. Haven't they both _____ awards for their reporting? |
| <i>go</i> | 17. The boys had _____ home. |
| <i>ride</i> | 18. I've _____ this horse many times. |
| <i>make</i> | 19. Our youth group _____ fifty toys to give to the children in the homeless shelter. |
| <i>speak</i> | 20. The speaker should have _____ more clearly. |
| <i>be</i> | 21. The television journalist Carole Simpson _____ present in South Africa in 1990 when Nelson Mandela was released from prison. |
| <i>sweep</i> | 22. Have you _____ the leaves off the sidewalk? |
| <i>take</i> | 23. I wish you had _____ me along. |
| <i>spring</i> | 24. Radishes _____ up where we thought we had planted carrots. |
| <i>drive</i> | 25. You must have _____ very fast. |

Continued ➞

- swing* 26. In those days we _____ across the brook on a long rope.
- freeze* 27. The river had _____ solid.
- ring* 28. Someone had _____ the fire bell.
- become* 29. In 1916, Jeannette Rankin _____ the first woman to be elected to the United States Congress.
- sing* 30. Aretha Franklin had _____ in the choir for years.
- see* 31. At the restaurant, I _____ many celebrities, including Edward James Olmos and Jennifer Lopez.
- fall* 32. Fortunately the tree had _____ away from the barn.
- strive* 33. After school closed, we _____ to get jobs quickly.
- drink* 34. No one would say whether the cat or dog had _____ all of the water.
- sit* 35. Somebody had _____ on the cake.
- mean* 36. Did everyone understand what she _____ by that statement?
- run* 37. Carl Lewis has _____ the 100-meter dash in 9.92 seconds.
- set* 38. Entering the room, Chim _____ the box on the table.
- swim* 39. In 1992, Yang Wenyi _____ the 50-meter freestyle in 24.79 seconds.
- bear* 40. The camels _____ their heavy burdens through the desert.
- weave* 41. The Navajo have _____ beautiful rugs for hundreds of years.
- forbid* 42. Lisa's parents have _____ her to go to the rock concert Saturday night.
- forsake* 43. Since we were away on vacation for a month, I'm sure the dog thought that we had _____ him.
- shrink* 44. Do you think these jeans have _____, or has Craig grown another inch taller?
- slay* 45. If the brave knight had not _____ the dragon, it would have harmed the village.
- bite* 46. Jeff had _____ into the shiny, red apple before he noticed the tiny wormhole.
- strike* 47. Although their best batter had _____ out, the home team won the game.
- wear* 48. Have the arms of the sofa _____ through, or are just the cushions in bad shape?
- steal* 49. The beauty of the wildflowers blooming in the pastures of central Texas has _____ my heart.
- write* 50. Egyptian author Naguib Mahfouz has _____ more than forty novels and short-story collections.

WORKSHEET 3 Using Verb Forms and Tenses

EXERCISE A Some of the following sentences contain an error in verb usage. On the line provided, write *I* if the sentence uses an incorrect verb form. Then, cross out the incorrect verb form and write the correct verb form above it. If the sentence does not contain an error, write *C* on the line.

EXAMPLE _____ / _____ 1. The teacher read an excerpt from a letter Benjamin
Banneker had ^{written} ~~wrote~~ to Thomas Jefferson.

- _____ 1. Has he did anything for which he may be held culpable?
- _____ 2. Lola teared her sleeve just as we were leaving.
- _____ 3. Yesterday, we eat several dishes of authentic Indian cuisine.
- _____ 4. Josh slammed the door and turned on loud music that woked the baby.
- _____ 5. Ricardo brung me a snapshot of the Japanese kite that he had made.
- _____ 6. After the judge sweared in the witness, the prosecutor began asking questions.
- _____ 7. The cat caughted the bird, which was unable to fly away in time.
- _____ 8. X-rays showed that I had broken a bone in my foot.
- _____ 9. Have you forgave the person who made the disparaging criticisms?
- _____ 10. Have you forgotten that Lin Lee swam the 200-meter individual medley in record time?
- _____ 11. We had hided ourselves too well for four-year-old Shelley to find us.
- _____ 12. Megan shaked the sand out of her sandals and walked along the shoreline.
- _____ 13. Last week, he getted all of the words but one in the crossword puzzle.
- _____ 14. The boat has sank, but all of the passengers have been saved.
- _____ 15. I wish you had gave me more time to get ready.
- _____ 16. The crowd raised their hero to their shoulders.
- _____ 17. We creeped into Canterbury Cathedral to see the shrine of Saint Thomas à Becket.
- _____ 18. Sheryl has teachd me to do needlepoint and embroidery.
- _____ 19. The car spinned out of control on the icy highway.
- _____ 20. Diego Rivera leaved a legacy of bold murals depicting Mexican society.

Continued ➞

EXERCISE B Revise each of the following sentences to reflect the use of present tense in general truths, the historical present, or the literary present. Cross out the verb requiring revision, and write the revised verb above the sentence.

EXAMPLE 1. Madeleine Albright ^{becomes} ~~became~~ the first woman to hold the office of Secretary of State.

1. David Livingstone, a Scottish missionary and explorer, reached the shores of Lake Nyasa.
2. In the human anatomy, the heart pumped blood into the aorta and out to various parts of the body.
3. The Statue of Liberty held in her left hand a tablet bearing the inscription “July IV, MDCCLXXVI,” the date of the Declaration of Independence.
4. Gabriela Mistral’s poems often portrayed the many variations of love.
5. In Rosemary Sutcliff’s *The Eagle of the Ninth*, an eighteen-year-old centurion in the Roman army attempted to solve the mystery of his father’s disappearance.
6. Along with other information, the copyright page of a book listed the publication date, the publisher, the International Standard Book Number, and the Library of Congress catalog number.
7. *The Story of an African Farm* by Olive Schreiner told about a young farm girl growing up in the grasslands of southern Africa.
8. In 1644, the Manchus of Manchuria established the Qing dynasty in China by defeating the Ming dynasty.
9. The Moon, Earth’s natural satellite, completed one revolution every 27 days, 7 hours, 43 minutes, 11.5 seconds.
10. In his many works of fiction, drama, and journalism, Elie Wiesel recalled the horrors of the Holocaust.

WORKSHEET 4 Using Tenses Correctly

EXERCISE A Most of the following sentences contain at least one error in verb tense. Cross out each incorrect verb form, and write the correct verb form on the line provided. If a sentence is correct, write *C*.

EXAMPLE will have completed 1. By this time tomorrow, I ~~will complete~~ my research on the life of the Cheyenne-Arapaho artist No Horse.

- _____ 1. Mrs. Perez told the class how to look for the Perseid meteor showers, which occurred every year.
- _____ 2. If the rain stopped, the track meet would have continued.
- _____ 3. When she called, she discovered that we already left.
- _____ 4. Maria Mitchell, a Massachusetts teacher, discovered a comet in 1847 and becomes a professor of astronomy at Vassar College.
- _____ 5. We learned that there are two versions of the Morse code, the American version and the international Morse code.
- _____ 6. If Lou would have bought that car, he would have been sorry.
- _____ 7. Wendy asked whether anyone finished reading Omar Khayyám's *Rubáiyát*.
- _____ 8. After the debaters had presented their final arguments, the audience voted on the issue.
- _____ 9. I would have gone on the trip if I would have known that you were going.
- _____ 10. She said that Mount Everest was over five miles high.
- _____ 11. If you didn't encourage me, I would not have succeeded.
- _____ 12. Although we were sure that someone broke into the house, we found upon investigation that nothing is stolen.
- _____ 13. The hikers tried to prove that they saw the Loch Ness creature.
- _____ 14. When we reach Guadalajara, we will travel 2,473 miles.
- _____ 15. One of baseball's legendary moments was the time in the 1932 World Series when Babe Ruth allegedly points to the spot in the bleachers where he was going to hit the ball and then hits it there.
- _____ 16. Even our history teacher did not know that New York City is the original capital of the United States.
- _____ 17. A real estate firm built a new housing development where the old tenements were.
- _____ 18. If you would have told the truth, you'd have been better off.
- _____ 19. By the age of fifteen, Richard already read the works of Arna Bontemps.
- _____ 20. Although she had intended to major in astronomy, Liz changed her mind during her first year of college and became a mathematics major.

Continued ➞

EXERCISE B Most of the following sentences contain at least one error in verb tense. Cross out each incorrect verb form, and write the correct verb form on the line provided. If a sentence is correct, write *C*.

EXAMPLE _____ *freezes* 1. Ms. Mendez reminded us that water ~~froze~~ at zero degrees centigrade.

- _____ 1. If his followers wouldn't have deserted him, Beowulf might have defeated the dragon.
- _____ 2. Mrs. Tolles said yesterday that there is a new technology that speeds up the detection of cancer cells.
- _____ 3. I finally answered her letter, which had lain on my desk for several days.
- _____ 4. Mona leaped from the lifeguard's bench, drags the lifesaving float to the water's edge, and dived with it into the heavy surf.
- _____ 5. Development of a commercial aircraft that rose vertically from an airport is one of the challenges facing some aircraft designers.
- _____ 6. Although on first acquaintance I find him inscrutable, on closer association I came to understand him well.
- _____ 7. Considering himself infallible, the Little League coach had laid down a number of restrictions that displeased many parents.
- _____ 8. The other driver claimed that I had run him off the road, but he gave up his claim when the police officer shows him our tire tracks.
- _____ 9. If we wouldn't have brought the boats ashore, they would have been damaged.
- _____ 10. As the cloud rose higher and higher, it assumes the shape of a gigantic camel.
- _____ 11. Ms. Hill told us that she had served two years as a Peace Corps volunteer in Peru.
- _____ 12. If you would have finished reading the introduction, you would have learned the central themes of Ntozake Shange's poetry.
- _____ 13. We saw the accident coming, but on the icy highway we were powerless to prevent it.
- _____ 14. Jack London had been an intrepid adventurer before he becomes a writer.
- _____ 15. The children had been warned many times of the dangers lying in wait for those who enter the swamp.
- _____ 16. Our history teacher said that in ancient times the Colosseum in Rome was sometimes flooded with water, and that mock naval battles were staged there.
- _____ 17. In the fall the football squad was in excellent physical condition because most of the boys were working as furniture movers during the summer.
- _____ 18. Josephina Niggli had published her first collection of poetry, *Mexican Silhouettes*, before she entered college.
- _____ 19. The heavy rain that was falling all night ended in the morning, and the temperature, which was dropping since midnight, began to rise.
- _____ 20. As a high school senior, Nguyen revised the lyrics of one of the songs that he wrote when he was fifteen years old.

WORKSHEET 5

Identifying and Using Active and Passive Voice

EXERCISE On the lines provided, revise the following sentences by changing the passive voice to active voice.

EXAMPLE 1. The movie was directed by Clint Eastwood, and the leading role was played by him. Clint Eastwood directed the movie and played the leading role.

1. In 1991 the Nobel Prize for peace was won by human rights advocate Daw Aung San Suu Kyi.

2. Devon's costume as Ariel in *The Tempest* is described by her as "glittering and feathery." _____

3. For the last two miles of the race, a steep hill was climbed by the exhausted runners. _____

4. After a session of swimming lessons was taken by Maisie, the swim team was joined by her.

5. Until the full use of his hands is regained by Joel, a voice-activated computer is being used by him. _____

6. All of the recipe's ingredients were washed, chopped, and measured by the chef before the demonstration was begun by him. _____

7. The Scripps Howard National Spelling Bee was won by Jamaican Jody-Anne Maxwell when the word *chiaroscurist* was spelled correctly by her. _____

8. On Community Action Day, trees were planted along Main Street by the seniors, and a clothing drive was held by the juniors. _____

9. Since I am considered by my mother to be the most artistic member of the family, I was asked by her to paint a family portrait. _____

10. Juan was asked by Ms. King to exhibit the photographs that were taken by him when Puerto Rico was visited by him. _____

WORKSHEET 6 Test

EXERCISE A In each of the following sentences, underline the correct verb form in parentheses.

EXAMPLE 1. The young adventurers had (*went, gone*) camping in the Australian Outback two years ago.

1. In the 1996 Olympic Games, Michael Johnson (*setted, set*) the world record for the 200-meter dash.
2. In the still air the cloud of black smoke (*rised, rose*) straight up.
3. By December the lake had (*froze, frozen*) over.
4. Who (*drank, drunk*) the last container of milk?
5. What she said is not as important as what she (*did, done*).
6. Father was waiting for me when I (*came, come*) home.
7. Who (*swam, swum*) the channel this summer?
8. I had (*wrote, written*) a story about the legend of *La Llorona*, the Weeping Woman.
9. The doctor (*teared, tore*) the prescription off her pad and handed it to me.
10. Ms. Goldman had (*eaten, ate*) a small salad for lunch.
11. Had he (*lay, lain*) in the sun too long?
12. All day the wind (*blowed, blew*) from the south.
13. Roger Bannister (*ran, run*) the first four-minute mile.
14. I was embarrassed to find I had (*fell, fallen*) asleep in class.
15. Norma had (*put, putted*) her racket next to mine.
16. I could not have (*swam, swum*) any farther.
17. We all (*did, done*) the best we could.
18. You ought to have (*shook, shaken*) the sand out of your towel before you left the beach.
19. Fortunately, help (*came, come*) in time.
20. Sandy (*swung, swunged*) for the ball and knocked it over the outfield fence.
21. In 1959, Hiram Fong (*became, become*) the first Chinese American to serve in the U.S. Congress.
22. Have you ever (*driven, drove*) to Brookville?
23. The reasons he (*gave, give*) were ridiculous.
24. She hasn't (*spoke, spoken*) to me for days.
25. Fray Marcos de Niza had (*chose, chosen*) Esteban as his guide on the expedition.

Continued ➞

EXERCISE B Most of the following sentences contain at least one error in verb tense. Cross out each incorrect verb form, and write the correct verb form on the line provided. If a sentence is correct, write *C*.

EXAMPLE converted 1. Ms. Block measured the distance in miles and then ~~converts~~ the measurement into kilometers.

- _____ 1. Ms. Block told us that today scientists and most people of the world used the metric system of measurement.
- _____ 2. If the metric system was adopted by the United States in the nineteenth century, we would not have been measuring distance in feet and miles all these years.
- _____ 3. It has been estimated that the United States loses billions of dollars a year because its measurements are not compatible with world standards.
- _____ 4. The English system measures length in inches, feet, and miles; denotes weight in ounces and pounds; and gave volume in pints and quarts.
- _____ 5. We learned that the metric system measures in terms of meters and kilometers, grams and kilograms, and milliliters and liters.
- _____ 6. Once people understood that each unit of the metric system can be divided by ten, they see that the system is very easy.
- _____ 7. By the end of the first lesson, we learned that one kilogram had been composed of 1,000 grams and was equal to 2.2 pounds.
- _____ 8. If we would have traveled twenty kilometers in a car, we would have covered 12.42 miles, since one kilometer equals .621 miles.
- _____ 9. After our trip to the coast, I figured out that according to the metric system, we travel 80 kilometers.
- _____ 10. When Congress received a committee report on a changeover to the metric system, it votes in favor of the changeover.

EXERCISE C Revise each of the following sentences to reflect the use of present tense in general truths, the historical present, or the literary present. Cross out each verb requiring revision, and write the revised verb above the sentence.

EXAMPLE 1. On June 26, 1960, the island of Madagascar ^{gains} ~~gained~~ its independence from France.

1. In his autobiography *Down Second Avenue*, Es'kia Mphahlele wrote about his early life as a black South African.
2. The digestive system processed food to nourish the body's cells.
3. The equator, an imaginary line equidistant from the poles, divided the earth into the Northern and Southern Hemispheres.
4. Enabling vessels to travel between the Atlantic Ocean and the Pacific Ocean, the Panama Canal was completed in 1914.

Continued ➞

5. The works of the American writer Louise Erdrich, the daughter of a Chippewa mother, focused on American Indian characters.
6. Amphibians have been coldblooded, scaleless vertebrates that live one stage of their lives in water and one stage on land.
7. Approximately eight hundred Haitian volunteers gained military experience in the American Revolution under the French General Marquis de Lafayette.
8. In *The Once and Future King*, T. H. White tempered the serious themes of war and justice with comedy and colorful characters.
9. Photosynthesis occurred when chlorophyll-containing organisms capture sunlight and convert it to chemical energy.
10. In her book *Paula*, Isabel Allende presented a detailed family history in letter form to her daughter.

EXERCISE D Decide if each italicized verb below is in the active voice or passive voice. On the line provided, write *A* for active or *P* for passive.

EXAMPLE A 1. The construction and use of masks *fascinate* me.

- _____ 1. Since at least Paleolithic times, masks *have been worn* by people around the world.
- _____ 2. The Pueblo peoples *make* kachina masks that have only minimal facial features.
- _____ 3. Tiny fingertip masks *are worn* by Inuit women.
- _____ 4. As an integral part of many theatrical traditions, masks *have* various uses.
- _____ 5. In ancient Greek theater, masks *were designed* to project the actor's voice and make the character's features recognizable from a distance.
- _____ 6. Japanese Kabuki actors *paint* their faces to resemble masks.
- _____ 7. Performers in the Javanese shadow puppet plays sometimes *wear* masks made of wood and leather.
- _____ 8. In the plays of medieval Europe, theatrical masks *were used* by actors portraying fearful characters such as dragons and monsters.
- _____ 9. The theatrical masks of Japan, renowned for their craftsmanship and subtlety of expression, *are fashioned* by respected artisans.
- _____ 10. Sports masks, such as those used in football and hockey, *serve* practical purposes.

WORKSHEET 1

Using Nominative and Objective Case Pronouns

EXERCISE A In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. Atahualpa and (he, *him*) fought for control of the Inca empire.

1. Emilio Aguinaldo and (*he*, *him*) were Philippine leaders.
2. The new president of our class will be either you or (*she*, *her*).
3. Michelle Kwan and (*she*, *her*) competed in the Olympics.
4. Are you sure it was (*they*, *them*) who brought these flowers?
5. Enrique and (*he*, *him*) play in a mariachi band.
6. It might have been (*she*, *her*) who won the marathon.
7. (*She*, *Her*) and I are taking t'ai chi ch'uan lessons.
8. That was (*he*, *him*) in the cooking class.
9. That must have been either her sister or (*she*, *her*).
10. Mrs. Ortiz and (*us*, *we*) built the stage scenery.
11. Miguel and (*I*, *me*) applied for the same job at the semiconductor plant.
12. How can (*we*, *us*) be of help to you?
13. The bus driver will be either Andy or (*she*, *her*).
14. Was the writer of the note you or (*she*, *her*)?
15. Molly and (*she*, *her*) are going hiking in the Rockies next summer.
16. Leon and (*they*, *them*) rode to work in the same car.
17. Maria and (*I*, *me*) spent the rainy afternoon at the movies.
18. If you and (*we*, *us*) leave now, we won't be late for the recital.
19. Are you sure it was (*he*, *him*) underneath that costume?
20. Could it have been (*they*, *them*) instead?
21. It couldn't have been either Winston or (*he*, *him*).
22. I thought you and (*I*, *me*) were good friends.
23. The person who finds the missing notebook will probably be (*her*, *she*).
24. (*Him*, *He*) and (*I*, *me*) came home early.
25. The two tenors chosen for the madrigal chorus were Bart and (*he*, *him*).

Continued ➞

EXERCISE B In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. Were these photographs taken by Dorothea Lange or by (*she, her*)?

1. She sent Arlene and (*I, me*) a copy of Nina Otero's book *Old Spain in Our Southwest*.
2. She is depending on you and (*us, we*) to set up for the party.
3. Were you named after your father or (*be, him*)?
4. I was standing in line behind Nari and (*her, she*) at the movies.
5. Don't tell Ernesto and (*them, they*) what our grades were.
6. I will begin my essay with a quotation by Ralph Ellison or (*he, him*).
7. Have you seen Eugene or (*he, him*) this summer?
8. Did that remark refer to Yvonne or (*me, I*)?
9. He left a cryptic message for you and (*her, she*) on the answering machine.
10. The lifeguards rescued both Alec and (*him, he*) from the rough surf.

EXERCISE C In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLES 1. Hilda and (*she, her*) will arrive on Monday.

2. The card is addressed to you and (*I, me*).

1. Nicole and (*I, me*) will be partners.
2. Ask for Cruz or (*him, he*) when you call the repair shop.
3. It was (*him, he*) who married Pocahontas in 1614.
4. (*Him, He*) and (*I, me*) won easily despite the competition's superior strength.
5. Please tell (*they, them*) about Rosa Parks's role in the civil rights movement.
6. She invited the Skavinskis and (*we, us*) to dinner.
7. Was it Sequoyah or (*he, him*) who created the Cherokee alphabet?
8. The principal spoke with Amy and (*me, I*).
9. Sally and (*he, him*) visited Chaco Culture National Historical Park during summer vacation.
10. It might have been (*he, him*) whom you saw at the mall.

WORKSHEET 2**Using Possessive Case Pronouns, Appositives, and Elliptical Constructions**

EXERCISE A For each of the following sentences, underline the correct noun or pronoun form in parentheses.

EXAMPLE 1. (*You, Your*) swimming has improved over the summer.

1. At family gatherings we look forward to (*Grandma, Grandma's*) cooking.
2. I'd like to apologize for (*me, my*) whispering; such behavior is inappropriate.
3. The group's somber mood was lightened by (*his, him*) joking.
4. The (*children, children's*) waving caught our attention.
5. (*Their, They*) celebrating lasted through the night, for extended revelry is associated with the Turkish festival *Şeker Bayramı*.
6. (*Derek Walcott, Derek Walcott's*) writing vividly portrays Caribbean culture.
7. We regretted (*his, him*) talking to reporters, which aroused suspicion.
8. (*My, Me*) drawing a self-portrait was a difficult endeavor.
9. Of key importance to (*us, our*) reaching this goal is a commitment to work together.
10. My interest in the folk heritage of African Americans has been sparked by (*my, me*) reading *Talk That Talk: An Anthology of African-American Storytelling*.

EXERCISE B Cross out any incorrect pronouns in the following sentences. On the line provided, write the correct form of the pronoun. If a sentence is correct, write *C*.

EXAMPLE her 1. I invited the twins, Betsy and ~~she~~, to Saturday's party.

- _____ 1. Our neighbors, the Delgados and them, helped us build a deck.
- _____ 2. I choose two of you, Brad and she, to hike ahead and find a suitable campsite.
- _____ 3. A reporter from *The Westlake Picayune* would like to interview the finalists, Bill and I.
- _____ 4. Two seniors, Mona and her, toured the National Museum of the American Indian in New York City.
- _____ 5. At today's picnic could you introduce Grandpa to my cousins, Sue and she?
- _____ 6. In 1982 the Nobel Prize in physiology or medicine was shared by three biochemists, Sune Karl Bergström and they.
- _____ 7. For their compassion, spirit, and hard work as volunteers, we'd like to thank our friends, Len and he.
- _____ 8. My favorite musicians are two Brazilian classical guitarists, Odair Assad and him.
- _____ 9. The South African writers, Nadine Gordimer and him, have increased the world's awareness of their country's social and political problems.
- _____ 10. The team's choices for the co-captains of tonight's game are we, Julie and I.

Continued ➞

EXERCISE C On the line provided, complete the elliptical construction in each of the following sentences, using the correct form of the pronoun in parentheses. Be sure to underline the correct pronoun. If a sentence has more than one correct answer, you need give only one revision.

EXAMPLES as he read 1. I read as many books during the readathon as (he, him).

as you gave her 2. Since I'll be doing the same job as Ann does, you can give me the same instructions as (her, she).

- _____ 1. Gail Devers ran the 100-meter dash faster than (*she*, her).
- _____ 2. Dorothy will leave later than (*we*, *us*).
- _____ 3. Senator Inouye did not speak as long as (*he*, *him*).
- _____ 4. When Mollie and I were selling concert tickets, our co-workers bought more from her than (*I*, *me*).
- _____ 5. We can do as well as (*they*, *them*).
- _____ 6. You are healthier than (*I*, *me*).
- _____ 7. I can type faster than (*she*, *her*).
- _____ 8. Our supervisor paid Terence more than (*I*, *me*) since Terence had more responsibility.
- _____ 9. They don't study as hard as (*we*, *us*).
- _____ 10. Gail needs the time off more than I do, so feel free to give me more work than (*she*, *her*).
- _____ 11. Of all the preschoolers, none is as shy as (*she*, *her*).
- _____ 12. Did the philanthropist give more money to the cause than (*they*, *them*)?
- _____ 13. The artist Georges Seurat is as well known as (*him*, *he*) for using the technique of pointillism.
- _____ 14. Our friends sent James more birthday cards than (*I*, *me*).
- _____ 15. Why did the judges award the prize to Mumtaz rather than (*she*, *her*)?
- _____ 16. As an ambitious young scientist, she has written and published more scientific papers than (*them*, *they*).
- _____ 17. Did Rachel and Tien perform the Lindy in the dance contest as well as (*them*, *they*)?
- _____ 18. If Karl cannot sew as well as (*her*, *she*), why don't you give him extra training?
- _____ 19. Mr. Castillo approves as many home mortgage loans as (*them*, *they*).
- _____ 20. Sherry sees Travis more often than (*he*, *him*).

WORKSHEET 3 Using Reflexive Pronouns**EXERCISE A** Underline the correct form of each pronoun in parentheses.**EXAMPLE 1.** Liz and (I, myself) went to the mall.

1. Did you ask (*them*, *themselves*) for directions to the nearest post office?
2. The class elected Harry and (*yourself*, *you*) as student body representatives.
3. We made (*ourselves*, *us*) a large salad for dinner.
4. After seeing photographs of Romare Bearden's paintings, Kam and (*I*, *myself*) went to an exhibit that included some of his works.
5. With help from (*ourselves*, *us*), the librarian was able to create a multimedia center.
6. I'm going to buy a serape for Mother and a silver bracelet for (*me*, *myself*).
7. (*We*, *Ourselves*) and two other families are having a garage sale this weekend.
8. While visiting North Carolina, Blanca and (*herself*, *she*) rode the Great Smoky Mountains Railway, which took (*them*, *themselves*) through miles of scenic countryside.
9. Ella and (*he*, *himself*) asked Papa to repeat for (*themselves*, *them*) the stories of his childhood.
10. Corinne is teaching Bob and (*myself*, *me*) the postures that (*she*, *herself*) learned in yoga class.

EXERCISE B In each of the following sentences, cross out any pronouns that are used incorrectly. On the line provided, write the correct form of the pronoun.**EXAMPLE** _____ / _____ 1. Dawn and ~~myself~~ are singing solos.

- _____ 1. The children would like Mike and yourself to tell them a story.
- _____ 2. Everyone except Pilar and myself has seen the musical *Les Misérables*.
- _____ 3. With help from ourselves, Mr. Jones was able to weed his garden before the storm approached.
- _____ 4. The host led us to the buffet and encouraged Tony and myself to help ourselves.
- _____ 5. With only the supplies they could carry in their backpacks, the Outward Bound instructor and herself embarked on a week-long journey.
- _____ 6. After reading Julia Alvarez's book *How the Garcia Girls Lost Their Accents*, Sue and myself want more information about the Dominican Republic's history.
- _____ 7. Did your sister and yourself suggest the new kitchen design to accommodate your mother's wheelchair?
- _____ 8. After Mr. Gates returned from Vatican City, the world's smallest independent country, he showed ourselves slides of the Sistine Chapel.
- _____ 9. Lucas is demonstrating for Jamie and myself what he learned in a cooking class.
- _____ 10. Because Ima and myself are interested in acupuncture, an ancient Chinese medical procedure, we researched the topic and visited an acupuncturist.

WORKSHEET 4

Using *Who* and *Whom*

EXERCISE A In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. (Who, Whom) appointed Thurgood Marshall to the United States Supreme Court?

1. (*Who*, *Whom*) is the main character in Franz Kafka's *The Metamorphosis*?
2. (*Who*, *Whom*) did the voters elect governor?
3. (*Who*, *Whom*) do you think she is?
4. (*Who*, *Whom*) shall we call about the termites?
5. (*Who*, *Whom*) wrote *Dust Tracks on a Road*?
6. (*Who*, *Whom*) did Gulliver meet on his travels?
7. To (*who*, *whom*) were you talking this morning?
8. (*Who*, *Whom*) does Alfred, Lord Tennyson, honor in his elegy *In Memoriam A.H.H.*?
9. (*Who*, *Whom*) is our most venerable scholar?
10. (*Who*, *Whom*), in your opinion, is more culpable, Macbeth or Lady Macbeth?

EXERCISE B In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. Everyone (who, *whom*) uses an automobile owes a debt to Henry Ford.

1. Call Dr. Longstreet, (*who*, *whom*) the dentist recommended.
2. Julia did not tell me (*who*, *whom*) she was seeking.
3. Gordon Parks, (*who*, *whom*) directed the film, is an award-winning photographer.
4. Do you know the name of the artist (*who*, *whom*) painted *I and the Village*?
5. Gary Soto is one of the writers (*who*, *whom*) I have met.
6. Ramona is one of the girls (*who*, *whom*) I knew in summer camp.
7. Marian Anderson, (*who*, *whom*) is best known as a talented opera singer, served as a delegate to the United Nations in 1958.
8. The case for the defendant will be argued by (*whoever*, *whomever*) the court appoints.
9. Do you know (*who*, *whom*) the prime minister of Israel is?
10. Catalina is the gymnast with (*who*, *whom*) I am training.

Continued ➞

EXERCISE C In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. Julio Cortázar, (who, *whom*) wrote *Rayuela*, served as a translator for the United Nations.

1. (*Who*, *Whom*) are you taking to the Saint Patrick's Day dance?
2. Indira Gandhi was a leader (*who*, *whom*) the people admired.
3. Dan O'Brien is the athlete (*who*, *whom*) won the decathlon at the 1996 Summer Olympic Games.
4. To (*who*, *whom*) do you think Pablo Neruda's sonnet refers?
5. The Wedding Guest listened attentively to the ancient Mariner, (*who*, *whom*) told about his strange experiences at sea.
6. To (*who*, *whom*) shall we turn for help?
7. We will meet with the representatives (*who*, *whom*) the employees elect.
8. Theo is a friend (*who*, *whom*) is always reliable.
9. (*Who*, *Whom*) did you say wrote the screenplay?
10. Jordan was the thoughtful person (*who*, *whom*) brought orange juice and bagels to our meeting.

EXERCISE D In each of the following sentences, underline the correct form of the pronoun in parentheses. Then, tell how it functions in its clause. On the line provided, write *S* for subject, *PN* for predicate nominative, *DO* for direct object, or *OP* for object of a preposition.

EXAMPLE S 1. How many people have you heard of (who, *whom*) became a celebrity overnight?

- _____ 1. The university president and his wife, (*who*, *whom*) we had never met, welcomed us graciously into their home.
- _____ 2. To (*who*, *whom*) have you shown your photography portfolio?
- _____ 3. Here are some of the generous people (*who*, *whom*) sponsored tonight's charity event.
- _____ 4. The invitation says that each of us may invite (*whoever*, *whomever*) we wish if we make reservations by Thursday night.
- _____ 5. The manager of human resources is (*who*, *whom*) looks at job applications and résumés.

WORKSHEET 5

Giving Pronouns Clear Antecedents

EXERCISE A The following sentences contain pronouns whose antecedents are not clear. Correct the sentences by crossing out words and inserting words wherever necessary.

EXAMPLES 1. Tom had met the football coach in the spring, but ~~he~~ did not remember him in September. *the coach*

2. Players are often grouped in teams according to ability. ~~This~~ can work out well in some situations. *These groups*

1. Telephone the library and ask for the title of Queen Liliuokalani's book about Hawaii. If you can't find it, call the operator.
2. The pony express route was extremely dangerous, but it lost only one delivery in its eighteen-month operation.
3. Helen was talking to Carmela about her photographs of the ruins of the Mayan pyramid *el Castillo*.
4. I bought a book of Julia Fields's poetry, but I have not had time to read any of them.
5. For years she struggled, which undoubtedly affected her outlook.
6. Many students criticized the council for its new regulations. I thought they were quite fair.
7. Because my father is an Air Force officer, our family has never spent more than three years in one place, and I am excited by it.
8. I enjoy experimenting in the laboratory, and I enjoy writing them up afterward.
9. I praised Jamaal for his report on the life of Josefina Fierro de Bright, and it seemed to please him.
10. To help the cat's broken leg heal, Dr. Bowles shaved off the fur and placed it in a splint.

EXERCISE B The following sentences contain ambiguous, general, weak, or indefinite pronoun references. On the lines provided, revise each faulty sentence. [Note: Although sentences can be corrected in more than one way, you need give only one revision.]

EXAMPLE 1. The Pepper Lady talked to the reporter while she was cooking something aromatic. *While the Pepper Lady was cooking something aromatic, she talked to the reporter.*

1. Jean Andrews, who has been nicknamed the Pepper Lady, is an expert on peppers. This is evident by the list of books she has authored and illustrated. _____

Continued 

2. In her first book, *Peppers: The Domesticated Capsicums*, it is illustrated with her own beautiful watercolor paintings of the various peppers. _____

3. The artistic, informative book attracted worldwide attention, and they wanted more information about peppers. _____

4. Andrews has a background in home economics and is a very good cook. This is apparent in her second book, which includes two hundred pepper recipes from around the world. _____

5. She is an experienced world traveler who has written books about spices and peppers in over one hundred countries, and which offer firsthand, reliable knowledge. _____

6. Photography can be added to her long list of accomplishments; she photographed over forty-five individual peppers and included them in her third book, *The Pepper Lady's Pocket Pepper Primer*. _____

7. I bought this book for my mother, who likes it because it gives you shopping and gardening information on a wide variety of different peppers. _____

8. A fellow pepper lover was inspired by Andrews to make jewelry, and she proudly wears the silver, single-pepper necklace. _____

9. Andrews, who also studies and collects wearable art, annually visits Costa Rica, where she teaches them about clothing manufacturing. _____

10. At seventy-four, her energy and daily pace are astonishing. She credits it to good nutrition. _____

WORKSHEET 6 Test

EXERCISE A In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. In Sir Thomas Malory's *Le Morte D'Arthur*, Sir Mordred is the knight (who, *whom*) is responsible for the destruction of King Arthur's Round Table.

1. Were you talking about the band Gaelic Storm or (*we*, *us*)?
2. I believe it was (*he*, *him*) who translated the Zen parables into English.
3. She was a close friend of the young playwright Denise Chávez, (*who*, *whom*) at that time was unknown.
4. Judy and (*I*, *me*) are old friends.
5. She gave both Armand and (*I*, *me*) an autographed picture.
6. Do you remember (*who*, *whom*) Jim said had won?
7. Has Natascha worked here longer than (*she*, *her*)?
8. Your next co-worker will be either Ed or (*she*, *her*).
9. I'll have to speak to Carlos and (*he*, *him*).
10. I tried to get an interview with the entrepreneur (*who*, *whom*) our local Better Business Bureau recommended.
11. Was it (*she*, *her*) or Mahalia Jackson who was called the "Queen of the Gospel Song"?
12. Did you ask Denise and (*she*, *her*) where they had been?
13. The Loyolas and (*us*, *we*) are spending Cinco de Mayo together.
14. The reporters knew (*who*, *whom*) the governor would appoint.
15. You can play soccer better than (*I*, *me*).
16. You can depend on Reid and (*I*, *me*).
17. We could not reach Helen and (*she*, *her*).
18. When you and (*they*, *them*) are ready, we'll go.
19. It could have been (*she*, *her*) or Sojourner Truth.
20. Did you meet Sandra Cisneros or (*she*, *her*)?
21. I know of no one (*who*, *whom*) at times is not discontented.
22. (*We*, *Us*) didn't have a chance against the seniors.
23. Have you heard from your father or (*she*, *her*)?
24. Dr. Tsao is the man (*who*, *whom*) I met in Boston.
25. John's brother is twice as old as (*he*, *him*).

Continued ➞

EXERCISE B In each of the following sentences, underline the correct pronoun in parentheses.

EXAMPLE 1. It was (she, her) who wanted a copy of Maya Angelou's *The Heart of a Woman*.

1. Should I report you or (*they*, *them*)?
2. Helena brought Billy and (*me*, *I*) souvenirs from Nairobi.
3. I thought that you meant (*we*, *us*).
4. Did you ask both your father and (*she*, *her*)?
5. Bonnie and (*she*, *her*) must make the decision.
6. It was (*they*, *them*) who first reached the summit of Mount Everest.
7. Have you talked with Alex and (*he*, *him*)?
8. The driver and (*I*, *me*) were not injured.
9. Antoine asked (*we*, *us*) for our opinions.
10. Were these pictures drawn by Janet and (*her*, *she*)?

EXERCISE C Most of the following sentences contain errors in the use of pronouns. Cross out each incorrect pronoun, and write the correct form on the line provided. If the sentence is already correct, write *C* on the line.

EXAMPLE who 1. Celine Dion is one of the singers ~~whom~~ will perform at the awards ceremony.

- _____ 1. Buy your tickets from Andrew or me.
- _____ 2. Julio is more dependable than him.
- _____ 3. The poem includes an allusion to Sir Lancelot and she.
- _____ 4. We'll split the reward between you and I.
- _____ 5. In *The Canterbury Tales*, whom does Chaucer describe as a "great stout fellow big in brawn and bone"?
- _____ 6. Charles Dickens was a more prolific writer than him.
- _____ 7. Was it her who wrote *The Joy Luck Club*?
- _____ 8. I did not know who she was.
- _____ 9. She asked my father and I for help.
- _____ 10. Pete and her annoyed the teacher.

Continued ➞

- _____ 11. Sam told him and I about his trip to Las Cruces, New Mexico.
- _____ 12. In the allegory *The Pilgrim's Progress*, who does Christian represent?
- _____ 13. Are you sure it was they?
- _____ 14. Mr. Clark took Phyllis and I to an exhibition of Salvador Dali's artwork.
- _____ 15. Lady Macbeth was perhaps more ambitious than him.
- _____ 16. Give the message to Don and she.
- _____ 17. Who do you think the president will appoint to the Supreme Court?
- _____ 18. They will hire whoever has the best credentials.
- _____ 19. For who are you waiting?
- _____ 20. Charlotte usually does better than me in science.
- _____ 21. Don't expect them or us until tomorrow.
- _____ 22. Is Carol as tall as her?
- _____ 23. Who did he say he was?
- _____ 24. While in San Antonio, he and me visited the Alamo.
- _____ 25. I thought that Mark and her were cousins.

EXERCISE D The following sentences contain pronouns whose antecedents are ambiguous, general, weak, or indefinite. On the lines provided, revise each faulty sentence.

EXAMPLE 1. The rain began falling heavily at 5:00 p.m.; that made commuting difficult. The rain that began falling heavily at 5:00 p.m. made commuting difficult.

1. Jason wrote to Vernon when he was in boot camp. _____
- _____
2. Dexter met the general when he was ten, but he didn't remember him. _____
- _____
3. Dad sent Marla to buy groceries, but she forgot it. _____
- _____
4. On the news, they said that the heat wave was widespread. _____
- _____
5. They say that global warming is causing our hot summer. _____
- _____

WORKSHEET 1 Using Correct Modifiers

EXERCISE A For each of the following sentences, underline the correct modifier in parentheses. Then, circle the word or words that it modifies.

EXAMPLE 1. My little sister (*insistent*, *insistently*) (recommended) *Tar Beach*.

1. In *Tar Beach*, eight-year-old Cassie Lightfoot dreams that she flies (*free*, *freely*) above Harlem.
2. Cassie soars (*weightless*, *weightlessly*) and travels to the George Washington Bridge.
3. The author Faith Ringgold (*original*, *originally*) created *Tar Beach* as a story quilt.
4. A painter since the 1950s, Ringgold collaborated with her mother, a dressmaker and fashion designer, and began to work (*enthusiastic*, *enthusiastically*) in soft sculpture.
5. Ringgold's interest in quilts seems to come (*natural*, *naturally*), for her great-grandmother, as a slave in antebellum Florida, made quilts as part of her duties.
6. Many of Ringgold's quilts (*beautiful*, *beautifully*) portray scenes from African American history, (*particular*, *particularly*) the experiences of African American women.
7. She speaks (*proud*, *proudly*) of the important influence of African American culture on her art.
8. Another of her children's books is *Aunt Harriet's Underground Railroad in the Sky*, in which Cassie (*triumphant*, *triumphantly*) flies again and meets Harriet Tubman.
9. Ringgold feels (*confident*, *confidently*) in many artistic fields.
10. She is probably most (*famous*, *famously*), however, for her painted story quilts—art that (*ingenious*, *ingeniously*) combines painting, quilted fabric, and storytelling.

EXERCISE B On the line provided, write the correct form of the modifier shown in italics in each sentence below. If a sentence is correct, write *C*.

EXAMPLE *less expensive* 1. Which of these two books is *least expensive*?

- _____ 1. Pedro speaks Spanish *most fluently* than his father does.
- _____ 2. A laptop computer can be moved *more easily* than a desktop computer.
- _____ 3. Of all who volunteered information, Elsa gave the *better* answer.
- _____ 4. Whose Web page was the *most creative*, Helen's or Cristen's?
- _____ 5. The Vietnamese rice cakes are the *more delicious* item on the buffet table.
- _____ 6. Of the two boys, Charles is *least willing* to take on time-consuming projects.
- _____ 7. Of all the stories of King Arthur and the Round Table, Sir Thomas Malory's is perhaps *better known*.
- _____ 8. Which of the two African American dance companies is *most famous*?
- _____ 9. By winning the gold medal at the 1998 Winter Olympics, Tara Lipinski proved she was the *better* skater in her event.
- _____ 10. Of the two jobs, this one offers the *greatest* opportunity for advancement.

WORKSHEET 2

Avoiding Problems with Comparisons

EXERCISE A Most of the following sentences contain errors in the use of modifiers. Draw a line through any incorrect words or parts of words. If a sentence needs an additional word or words, write the addition on the line provided, using a caret (^) to show where it belongs. If a sentence is correct, write *C*.

EXAMPLE most 1. Kim is the ~~skillfullest~~ artist in the show.

- _____ 1. Can a solar car travel more faster than an electric car?
- _____ 2. I couldn't hardly follow the novel's intricate plot twists.
- _____ 3. Our most favoritest restaurant is a Greek delicatessen that serves *dolmas* and *moussaka*.
- _____ 4. Don't you recognize nobody in this picture?
- _____ 5. The advertisement claims that this inexpensive paper towel absorbs liquids more better than the leading brand does.
- _____ 6. Hasn't no one in our class read Santha Rama Rau's autobiography, *Home to India*?
- _____ 7. Because of his exceptional leadership qualities and public speaking abilities, Ali is the most likeliest candidate for student body president.
- _____ 8. The most peacefulest music I've ever heard is on a CD called *Primal Instinct: Heart of the Rainforest*.
- _____ 9. Unfortunately, we didn't see none of Mariana Yampolsky's highly acclaimed photographs of Mexico.
- _____ 10. Despite his intense training schedule, Dave could scarcely finish the Ironman Triathlon.

EXERCISE B On the lines provided, revise the following sentences by correcting the errors in the use of modifiers.

EXAMPLE 1. Is it true that the box turtle lives longer than any animal? Is it true that the box turtle lives longer than any other animal?

1. Is the temperature in Austin higher than El Paso today? _____

2. In 1995, Americans spent more money on medical and dental care than on anything. _____

Continued ➞

3. Rosa's conversational French is more fluent than I. _____

4. Do the people of Israel speak Hebrew more than any language? _____

5. In the state championship track meet, Liam's time in the 800-meter run was only two seconds better than Manuel. _____

6. While doing research for my report, I found this multimedia encyclopedia to be more helpful than any resource. _____

7. Mayor Rodriguez believes that our beautiful parks and waterways lure tourists to our city more than any attraction. _____

8. Don't you think the music of Andrea Bocelli is more captivating than any other artist? _____

9. Sources who have tested habañero chile peppers with high-pressure liquid chromatography claim them to be hotter than any peppers in the world. _____

10. Although he has had no formal training, Marcus designs fashions that are as stylish as the world's famous clothing designers. _____

WORKSHEET 3**Placing Modifiers Correctly**

EXERCISE A Each of the following sentences contains a misplaced phrase or clause modifier. Underline the misplaced modifier, and draw an arrow to where the modifier should appear in the sentence.

EXAMPLE 1. The young detective questioned Mrs. O'Rourke with the dark beard and red mustache.

1. Feeding in the salt marsh, we saw six white ibises.
2. Nick's mother has a new job for the elementary school as a bus driver.
3. A fire completely destroyed the cabin started by vandals.
4. Running from one relay station to another along a two-thousand-mile highway, the mail was delivered quickly and efficiently by Incan carriers.
5. Hidden in a copy of Plutarch's *Lives*, Maribel found twenty dollars in silver certificates.
6. More than half the students missed the game that had bought tickets.
7. Elaine and Ethan found some socks behind the clothes hamper that had been missing for weeks.
8. While slicing beets, Sean's oldest sister rushed to the emergency room after cutting her hand severely.
9. We met a man who had been bitten by countless poisonous snakes in our science lab today.
10. In the foreground of Robert Gwathmey's painting *Sharecroppers*, a farmer wields a hoe to till the soil dressed in blue overalls, a white shirt, and a straw hat.

EXERCISE B On the lines provided, revise each of the following sentences to correct the dangling modifier. If the sentence contains no dangling modifier, write *C*.

EXAMPLE 1. After joining a neighborhood political group, his interest in local politics increased. After joining a neighborhood political group, he found that his interest in local politics increased.

1. Although professing strong beliefs, she did not try to force her ideas on other people. _____

2. After listening carefully to both sides of the case, the decision of the judge was not a surprise.

Continued ➞

3. Praising the basketball team for its outstanding performance, the players were called “artists in perpetual motion.” _____

4. Better known as Grandma Moses, Anna Mary Moses’s paintings captured rural life in the United States during the nineteenth and twentieth centuries. _____

5. Being naturally shy, entering a new school was a painful experience. _____

6. Convicted of selling narcotics for the third time, the judge handed down a sentence of life imprisonment. _____

7. Not amused by Daniel’s remarks, his teammates told him to be quiet. _____

8. By explaining her problem, her homework assignment was much better on the second try. _____

9. Having pitched a no-hitter, the fans rose to their feet for a standing ovation. _____

10. By following a prescribed diet and taking regular injections of insulin, many diabetics lead active lives. _____

WORKSHEET 4 Test

EXERCISE A On the line provided, write the correct form of the modifier in italics for each sentence below. If a sentence is correct, write *C*.

EXAMPLE most 1. "Summertime" is the *more* beautiful of all the songs I know.

- _____ 1. Who is the *best*-known skater, Michelle Kwan or Kristi Yamaguchi?
- _____ 2. During his final performance at the Olympics, Kurt Browning flew *effortless* over the ice.
- _____ 3. I think that Miriam's carrot bread is *more better* than her banana bread.
- _____ 4. Of the three Shakespearean tragedies Hamlet, Macbeth, and King Lear, some say that Macbeth has the *less*-complicated story.
- _____ 5. In the opera on Saturday, Bridget sang *charmingly*.

EXERCISE B On the lines provided, rewrite the following sentences by correcting the errors in the use of modifiers.

EXAMPLE 1. Did Ted say that *Lawrence of Arabia* is longer than any movie?
Did Ted say that Lawrence of Arabia is longer than any other movie?

1. Even though I've studied math longer than she has, Sarah's grasp of algebra is more comprehensive than I. _____
- _____
- _____
2. The last time I mowed Mr. Chang's lawn, I found his lawn mower easier to use than some mowers. _____
- _____
3. Do you ever wonder if the comedians on television are funnier than all comedians? _____
- _____
- _____
4. Some people think that T. H. White's version of the story of King Arthur is better than any other writer. _____
- _____
- _____
5. According to some film fans, Buster Keaton's *The General* is funnier than most silent comedies. _____
- _____

Continued ➞

EXERCISE C On the lines provided, revise the following sentences to correct the misplaced modifiers and dangling modifiers.

EXAMPLE 1. Having received no word from you, our plans were changed.

Having received no word from you, we changed our plans.

1. The young man we met at the beach party was Leola's cousin on Labor Day. _____

2. In 1991, two years after being named Chairman of the Joint Chiefs of Staff, General Colin Powell's superior leadership skills were demonstrated during the Persian Gulf War. _____

3. After taking a teaching job, her next novel was published to great acclaim. _____

4. Taking a road trip through Arizona, the Grand Canyon, the Petrified Forest, and the Painted Desert were visited. _____

5. Mr. Byelich told Eva in the shed she would find the watering can. _____

6. After helping her husband become king, Lady Macbeth's sanity was shaken. _____

7. As she picked up her kittens in her mouth, Jill praised the cat. _____

8. A heavy snowfall blanketed the city, bringing traffic to a standstill and closing all schools to a depth of twelve inches. _____

9. Knowing little about electronics, the radio seemed beyond repair to the unhappy customer. _____

10. Looking up at the sky, the stars seemed very bright to Luisa. _____

WORKSHEET 1

Identifying and Using Prepositional Phrases

EXERCISE A Place parentheses around each prepositional phrase in the following sentences. Then, draw an arrow from the phrase to the word it modifies. Identify the type of each phrase by writing above it *ADJ* for adjective phrase or *ADV* for adverb phrase.

EXAMPLE 1. (For twelve years) Herot Hall, the home (of King Hrothgar and his warriors), was terrorized (by the monster Grendel).

ADV (For twelve years) *ADJ* (of King Hrothgar and his warriors) *ADV* (by the monster Grendel)

1. During his first attack on Herot Hall, Grendel killed many of King Hrothgar's brave warriors while they slept in their beds.
2. The Geat hero Beowulf and fourteen of his bravest followers sailed to Denmark to end the savagery of Grendel.
3. Beowulf was victorious in his battle with the evil creature.
4. After the celebration of his glorious victory, however, Beowulf had to combat the attacks of Grendel's vengeful mother.
5. Beowulf successfully battled Grendel's mother in her lair at the bottom of a murky lake.

EXERCISE B Expand each of the following sentences by adding a prepositional phrase on the line provided. Then, identify each phrase as an adjective phrase or adverb phrase by writing *ADJ* or *ADV* on the line provided.

EXAMPLES ADJ 1. The flock of gulls in the air squawked noisily.

ADV 2. The building was constructed in two months.

1. The mist _____ made it hard to discern shapes.
2. We can sail _____ this afternoon.
3. We gazed for a long time at the mountains _____.
4. Our hike _____ took longer than expected.
5. Contaminated water poses health risks in many parts _____.
6. We have studied the poetry _____ this year.
7. After a long trek, we camped _____ for the night.
8. My grandfather planted iris bulbs _____.
9. The artist painted a landscape _____.
10. During the dig, archaeologists found several old coins _____.

WORKSHEET 2

Identifying and Using Participles and Participial Phrases

EXERCISE A In the following sentences, identify each participle or participial phrase by underlining it once. Then, underline twice the word or words it modifies.

EXAMPLE 1. The laundry flapping in the wind dried in no time at all.

1. Noah's shivering puppy was completely soaked.
2. The student, affected by a bad cold, looked blankly at the worksheet.
3. Long trails of dust stretching to the horizon were all that we could see.
4. Thousands of stars lighting up the sky shone into the early morning hours.
5. The speech, written hastily, was Thuy's best one so far.
6. Encouraged by her progress, Carla worked even more diligently.
7. The skaters carefully tested the frozen ice.
8. The inventor, discouraged in his attempts to make a replicator like the one on *Star Trek*, decided instead to focus on improving the electric can opener.
9. The tormented narrator of "The Tell-Tale Heart" confesses to his crime.
10. Regaining focus, Lou overcame his cold and finished the worksheet before the bell rang.

EXERCISE B Write complete sentences using the participles and participial phrases provided below as adjectives.

EXAMPLES 1. singing The bird, singing a little too zealously, woke us at 5:00 A.M.

2. smeared with peanut butter Tabitha handed us thick, warm slices of bread smeared with peanut butter.

1. scoring a goal _____
2. cheered by your kind words _____
3. tumbling down _____
4. bitten by ravenous mosquitoes _____
5. borrowed _____

WORKSHEET 3**Using Gerunds and Gerund Phrases**

EXERCISE A Underline the gerunds and gerund phrases in the following sentences. On the line provided, identify each gerund as a subject (*S*), direct object (*DO*), indirect object (*IO*), predicate nominative (*PN*), or object of a preposition (*OP*).

EXAMPLE *S* 1. Vacationing in Maine is one of my favorite summertime activities.

- _____ 1. My friends enjoy listening to our garage band practice.
 _____ 2. Picking apples is rather fun, don't you think?
 _____ 3. Juana earns money during the summer by bagging groceries.
 _____ 4. A good exercise for developing muscle tone is swimming.
 _____ 5. Studying British literature this year has been interesting for me.
 _____ 6. My brother loves cooking pasta dinners for our family.
 _____ 7. I give working a high priority in my life.
 _____ 8. Yosef's proudest achievement was becoming a United States citizen.
 _____ 9. We were chastised for walking on the grass.
 _____ 10. "Simplifying algebraic equations is fun!" exclaimed Alice.

EXERCISE B Write complete sentences by using the following gerunds and gerund phrases as subjects, direct objects, indirect objects, or objects of prepositions.

EXAMPLES 1. rowing Rowing is something that I enjoy.

2. writing her report Ms. Sandoval finished writing her report.

1. getting enough signatures _____

 2. baking bread _____

 3. golfing _____

 4. producing quality work _____

 5. singing in the rain _____

WORKSHEET 4

Identifying and Using Infinitives, Infinitive Phrases, Appositives, and Appositive Phrases

EXERCISE A Underline the infinitive or infinitive phrase in each of the following sentences. If it is used as a noun, identify it as a subject (*S*), a direct object (*DO*), or a predicate nominative (*PN*) on the line provided. If the infinitive or infinitive phrase is used as a modifier, underline the word it modifies twice, and identify it as an adjective (*ADJ*) or an adverb (*ADV*).

EXAMPLES DO 1. The antelope began to run.

ADJ 2. The dog felt a need to drink some water.

- _____ 1. To begin with the first chapter is probably wise.
- _____ 2. Pasha wants to major in mechanical engineering.
- _____ 3. A golden retriever is a good dog to have.
- _____ 4. We decided to study the origins of Sanskrit.
- _____ 5. Ricardo came to help us with the cleanup.
- _____ 6. I plan to read more of Anita Desai's work.
- _____ 7. I need to become adept at judging distances.
- _____ 8. Exercise is one way to become more flexible.
- _____ 9. Maria's idea of a perfect Saturday afternoon was to play soccer in Grant Park.
- _____ 10. To finish this book is my goal.

EXERCISE B Underline the appositive or the appositive phrase in each sentence below.

EXAMPLE 1. *Paradise Lost*, John Milton's epic, is based on a Biblical story.

1. Genesis, the title of the first book of the Bible, means "coming into being."
2. One book of the Bible, Psalms, consists entirely of poems.
3. The Koran, the holy book of Islam, was first written down in the seventh century.
4. Also developed in China during the last centuries B.C. was Taoism, an Eastern tradition of religion and philosophy.
5. The founder of another Chinese philosophical system, Confucius left no written works.
6. The first five books of the Bible, the Torah, are the foundation of the Jewish religion.
7. Did you know that the Vedas, the oldest known Hindu scriptures, were written during a period lasting about a thousand years?
8. The founder of Buddhism was a prince in India known as Gautama Buddha, Enlightened One.
9. In its early years, Shinto, the native religion of Japan, was a form of nature worship.
10. The Reformation, a religious movement in the 1500s, resulted in the establishment of Protestantism.

Continued ➞

EXERCISE C Write complete sentences using the words or phrases provided below. If an infinitive is provided, use it as a subject, direct object, predicate nominative, adjective, or adverb. Otherwise, use the word or phrase provided as an appositive.

EXAMPLES 1. to sing "The Star-Spangled Banner" *Jermaine wants to sing "The Star-Spangled Banner."*

2. my good friend *Tina, my good friend, is here.*

1. to become queen of her realm _____

2. my favorite sport _____

3. a red convertible _____

4. to visit Ireland _____

5. to know _____

6. Shakespeare _____

7. to talk _____

8. a six-foot-tall baby giraffe _____

9. a type of poem _____

10. to see how it works _____

WORKSHEET 5

Identifying Prepositional Phrases and Verbal Phrases

EXERCISE A Underline the verbal phrase in each of the following sentences. On the line provided, identify each phrase by writing *PART* for participial phrase, *GER* for gerund phrase, or *INF* for infinitive phrase.

EXAMPLE GER 1. Translating the cuneiform writing on the clay tablets
provided insight into the ancient Sumerian culture.

- _____ 1. Working in a garage taught me much about cars.
_____ 2. Working in a garage, Rose learned much about cars.
_____ 3. Rose worked hard to become an expert mechanic.
_____ 4. As a good mental exercise, try thinking through a geometry problem.
_____ 5. The quarterback, finding a hole in the line, dashed through.
_____ 6. Anglo-Saxon storytellers, called scops, wove tales of gods and earthly heroes.
_____ 7. Is that the right wrench to use on this bolt?
_____ 8. Driven by ambition, Macbeth became a murderer.
_____ 9. Her dream is to learn veterinary science.
_____ 10. The Babylonian ruler Hammurabi is best remembered for developing the Code of Hammurabi, a set of 282 laws.

EXERCISE B For the following sentences, identify each italicized phrase by writing above it *ADJ* for prepositional adjective phrase, *ADV* for prepositional adverb phrase, *PART* for participial phrase, *GER* for gerund phrase, or *INF* for infinitive phrase.

PART

EXAMPLE 1. *Talking in his sleep*, he revealed the secret.

1. *Strictly disciplining the recruits*, their leader taught them to obey *without hesitation*.
2. *Abandoned by his companions*, Temba learned an important lesson *about friendship*.
3. *Swimming here* is prohibited *by law*.
4. When he tried to *jump the hurdle*, Matt pulled a muscle *in his right leg*.
5. *Severely disappointed*, the auditioning actor asked for another chance *to prove himself*.
6. *Racing in the Grand Prix*, Lonny hoped his times would allow him *to set a new record*.
7. *Under the shade of an oak tree*, Dan contemplated his future *with confidence*.
8. *In an instant*, Sonia, *speaking in soft tones*, calmed the injured child.
9. For Brandon, *spending the evening working at his computer* was a treat.
10. *Astounded by their success*, the amateur actors bowed to the audience *with great appreciation*.

WORKSHEET 6 Test

EXERCISE A Write complete sentences using the prepositional phrases provided below. In the blank next to each number, identify the phrase as an adjective (*ADJ*) or adverb (*ADV*) phrase.

EXAMPLES ADJ 1. of the ocean *The sound of the ocean is constant.*

ADV 2. to the university *Kim will go to the university next fall.*

1. over the top

2. under the bridge

3. of stunning beauty

4. among the ruins

5. with lovers of nature

EXERCISE B Write complete sentences using the phrases that have been provided. In the blank next to each number, write whether the phrase is used as a participial (*PART*), gerund (*GER*), or infinitive (*INF*) phrase.

EXAMPLES PART 1. painted bright red *Painted bright red, the wheelbarrow leaned against the white barn.*

GER 2. the hound's baying *Everyone for miles around heard the hound's baying.*

INF 3. to read *The Hound of the Baskervilles* *The assignment was to read The Hound of the Baskervilles.*

1. donating their time

2. to watch their progress

3. shimmering in the moonlight

Continued ➞

- _____ 4. to conquer one's fears _____

- _____ 5. baked just yesterday _____

- _____ 6. exploring the universe _____

- _____ 7. living in the country _____

- _____ 8. to send e-mail _____

- _____ 9. to crave strawberries and yogurt _____

- _____ 10. basking in the sun _____

EXERCISE C Write complete sentences using the following phrases as appositives.

EXAMPLE 1. my dog Spot, my dog, doesn't have any spots.

1. the tulip _____

2. the tallest person on our team _____

3. French, Spanish, and Latin _____

4. a British author _____

5. my hero _____

WORKSHEET 1

Identifying Independent Clauses and Subordinate Clauses

EXERCISE A Draw one line under each independent clause and two lines under each subordinate clause in the following sentences. Some sentences do not have subordinate clauses.

EXAMPLE 1. Did you know that Shirley Chisholm was the first African American woman to be elected to the United States House of Representatives?

1. Shirley Chisholm grew up in Brooklyn, where she graduated from Brooklyn College.
2. After she went to graduate school at Columbia University, she became a teacher.
3. Although Chisholm had a teaching job, she joined volunteer organizations and local political clubs.
4. She worked for the reform of political parties, and she was concerned about serving the needs of citizens.
5. Political action was needed, and Chisholm decided to run for office, although many said she would lose.
6. When she ran for the New York State Assembly in 1964, she won.
7. She was not afraid to try, and her victory showed others that hard work and dedication can lead to success.
8. After she was elected to Congress in 1968, she fought for the needs of the cities.
9. She announced her candidacy for the presidency in 1972, but her party did not give her the nomination.
10. Chisholm wrote an autobiography called *Unbought and Unbossed*, which was published in 1970.

EXERCISE B Underline the subordinate clause in each of the following sentences. Write *S* above the subject and *V* above each part of the verb phrase in the subordinate clause.

EXAMPLE 1. Most homes in Iceland are made of concrete ^S because concrete is not ^V easily damaged by high winds or earthquakes.

1. The British captured Washington, D.C., which was weakly defended, and burned much of the city.
2. Washington is the only state that was named after a president.
3. Although an idea may be original, it cannot be patented or copyrighted.
4. West Virginia was called Kanawha when it was formed in 1861.
5. Slaves on the *Amistad*, which was bound for Cuba, freed themselves.

Continued ➞

6. Nellie Bly, who was a journalist, went around the world in seventy-two days.
7. Rachel Carson revealed that pesticides affect all living things.
8. Some Basques, who come from both sides of the French-Spanish border, tend sheep in Idaho.
9. Anyone whose last name is Smith has one of the most common surnames in the United States.
10. When Secretary of State William Henry Seward negotiated the purchase of Alaska, he paid about two cents an acre.

EXERCISE C Underline each subordinate clause in the following sentences. Write *S* above the subject and *V* above each part of the verb phrase in the subordinate clause.

S V V

EXAMPLE 1. If you do not have a copy of our itinerary for Italy, our tour guide will give you one.

1. The plane that we took to Italy was enormous.
2. Although we flew at night, we had only twenty minutes of real darkness.
3. Because we were going east, sunrise came before midnight.
4. The clouds beneath us, which reflected the rising sun, were beautiful.
5. While most of the other passengers tried to sleep, I was fascinated by the clouds.

EXERCISE D Identify each of the following clauses as independent or subordinate by writing *I* or *S* on the line provided. Then, if the clause is subordinate, add words to make it into a complete sentence.

EXAMPLE S 1. if you buy that CD If you buy that CD, I'd like to listen to it.

- _____ 1. whenever you go to the beach _____

- _____ 2. that scientists have studied for years _____

- _____ 3. the school awards scholarships _____

- _____ 4. where I catch the bus _____

- _____ 5. than I ever dreamed _____

WORKSHEET 2

Identifying and Using Adjective Clauses

EXERCISE A Underline the adjective clause in each of the following sentences, and draw an arrow from each clause to the word that it modifies. On the line provided, indicate the function the relative pronoun performs within the adjective clause by writing *S* for subject, *DO* for direct object, or *OP* for object of a preposition.

EXAMPLE

S

1. The Victorian era, which was a time of relative peace and economic prosperity in Britain, lasted many decades.

- _____ 1. The Victorian writer Charles Dickens, who lived from 1812 to 1870, often wrote about social injustice.
- _____ 2. Octavia Hill was a social worker who became an authority on housing reform.
- _____ 3. The National Trust, which Hill also founded, preserves historic buildings and scenic spots from industrial development.
- _____ 4. It was Florence Nightingale who transformed the public's perception of nursing during the Crimean War.
- _____ 5. During the war, newspaper reports about army hospitals revealed bureaucratic bunglings for which medical authorities were responsible.
- _____ 6. Nightingale's persistence, which paved the way for better sanitary conditions, fundamentally changed hospital management.
- _____ 7. Another reformer was Josephine Butler, who opposed the exploitation of women and girls.
- _____ 8. "Unladylike behavior," of which many female reformers were accused, was one way to draw attention to social causes.
- _____ 9. As a result, reformers curbed many social abuses that society once tolerated.
- _____ 10. We who continue to benefit from the efforts of these women should be aware of their impressive achievements.

EXERCISE B Write complete sentences using the adjective clauses that have been provided.

EXAMPLE 1. who is a great cook My dad, who is a great cook, spends a lot of time in the kitchen.

1. which I read for my literature class _____
2. when the opera ended _____
3. that they liked _____

Continued ➞

4. who has demonstrated her commitment to our school _____

5. where they cultivate their herb garden _____

6. for whom I have the utmost respect _____

7. whose accomplishments are impressive _____

8. of which I am a member _____

9. whom they call their leader _____

10. who is her biggest fan _____

11. that often signals danger _____

12. to whom we were introduced _____

13. where they make goat cheese _____

14. which I should have expected _____

15. whose speech thrilled the audience _____

16. who wants to become a veterinarian _____

17. when they first went to summer camp _____

18. that you might want to consider _____

19. which was a thunderous sound _____

20. where you might have seen them _____

WORKSHEET 3**Using Adjective Clauses**

EXERCISE A On the lines provided, revise each of the following sentences by reversing the emphasis on the ideas in the sentence.

EXAMPLE 1. The White House, which was completed by 1800, was previously known as the Executive Mansion.

The White House, which was previously known as the Executive Mansion, was completed by 1800.

1. George Washington, who was the first president of the United States, never lived in the White House.

2. Abigail Adams, who was the wife of President John Adams, used to hang her washing in the uncompleted East Room.

3. The building, which had been altered and enlarged by many presidents, was declared in need of repair in 1948.

4. The reconstruction, which was completed in 1952, entirely rebuilt the interior and cost more than five million dollars.

5. The White House, which functions as a national symbol as well as a residence, has 132 rooms.

6. Blair House, which was the home of one of Andrew Jackson's advisers, is the president's guest house.

7. Some private presidential homes, which are now historic sites, are visited by thousands every year.

Continued ➞

8. Monticello, which is near Charlottesville, Virginia, was the home of Thomas Jefferson.

9. Mount Vernon, which is in Fairfax County, Virginia, belonged to the Washington family for several generations.

10. Theodore Roosevelt's home, Sagamore Hill, which is now a national historic site, is in Oyster Bay, New York.

EXERCISE B Write complete sentences using the adjective clauses that have been provided.

EXAMPLE 1. which they had always wanted to see Gregory said that he and his
family were driving to the Grand Canyon, which they had always
wanted to see.

1. whose science project is a complex undertaking _____

2. where they had planned to vacation next summer _____

3. that is required of all new university students _____

4. for which she had total responsibility _____

5. when he was introduced to the author _____

WORKSHEET 4

Identifying and Using Noun Clauses

EXERCISE A Underline the noun clause in each of the following sentences. Then, identify how the clause is used by writing, on the line provided, *S* for subject, *DO* for direct object, *IO* for indirect object, *OP* for object of a preposition, or *PN* for predicate nominative.

EXAMPLE DO1. We read that the Pre-Raphaelite Brotherhood was a Victorian group of artists.

- _____ 1. What the Pre-Raphaelite Brotherhood (PRB) modeled their work after was the work of medieval painters.
- _____ 2. Specifically, the PRB were influenced by whoever painted before the Renaissance artist Raphael.
- _____ 3. The Pre-Raphaelites rejected whatever they thought was conventional.
- _____ 4. Whom the Pre-Raphaelites admired were artists with a more natural vision.
- _____ 5. That the Pre-Raphaelites never shared a unifying style did not seem important.
- _____ 6. The artist William Morris taught whoever was interested the skill of hand-printed engravings.
- _____ 7. Their sense of the times being “out of joint” is what united these artists.
- _____ 8. Whoever belonged to the PRB was considered an artistic outlaw by members of the Royal Academy of Art.
- _____ 9. The Pre-Raphaelites violated whichever academy guidelines they believed did not fit their purpose.
- _____ 10. Do you know which Victorian artists were Pre-Raphaelites?

EXERCISE B Write complete sentences using the noun clauses that have been provided. Remember that a noun clause may be used as a subject, a predicate nominative, a direct object, an indirect object, or an object of a preposition.

EXAMPLE 1. whoever finishes first Give whoever finishes first the grand prize.

1. whose socks these are _____
2. what you said _____
3. how the bridge remained intact after the earthquake _____
4. which road we take _____

Continued ➞

5. what they think _____

6. whose woods these are _____

7. what will happen in the future _____

8. whoever ordered the spinach pizza _____

9. whichever horse runs faster _____

10. that she is the wrist-wrestling champion _____

11. what happened to the ancient Maya _____

12. that you had been expecting to leave _____

13. when the flight is scheduled to arrive _____

14. how you knew the answer _____

15. whether they could attend _____

16. whoever finds the first Easter egg _____

17. why he could not have the car _____

18. whose shoes are in the middle of the floor _____

19. whomever she chooses _____

20. where the photos are displayed _____

WORKSHEET 5

Using Subordinating Conjunctions to Form Adverb Clauses

EXERCISE Combine each of the following pairs of sentences by writing, on the line provided, a subordinating conjunction that clearly expresses the relationship between the ideas in the two sentences. Then, mark through capitals that should be lowercase and change punctuation as necessary for the new sentence.

EXAMPLE 1. if ~~You~~ have your driver's license, ~~You~~ can get a job at Kornfield's.

1. The Nobel Prize-winning author Aleksandr Solzhenitsyn was exiled from his homeland, the Soviet Union, in 1974. _____ He had written a factual account of the labor camps in his country.
2. _____ Telstar, a privately financed communications satellite, was launched in 1962. International television became a reality.
3. _____ You can afford to give up several hours a day to practice. You should not take expensive voice lessons.
4. Helen knew that reading *Macbeth* would be fun. _____ It has more action than some of Shakespeare's other plays.
5. _____ You may not enjoy a certain assembly program. Courtesy dictates that you should sit quietly and behave politely.
6. The course in typing was especially valuable to me. _____ My poor handwriting invariably lowered my grades on my compositions.
7. Wole Soyinka wrote the poem "Telephone Conversation." _____ He was attending college in England.
8. Students should earn at least some of their own spending money. _____ They will have a greater appreciation of its value.
9. She did not change her mind. _____ She saw that the majority were implacably against her.
10. _____ I grow older and more mature. My ideas about life constantly change.
11. _____ I read Albert Camus's "The Myth of Sisyphus." I wanted to read other works by the existentialist.
12. _____ Many influential people were against her. Anne Royall was successful.
13. _____ You want to decide whether something you want to do is right or wrong. Ask yourself candidly whether you would want all your friends to know about it.
14. I want to try many types of cuisine. _____ I will be able to choose the foods I like best.
15. _____ I decided to get a summer job. I made a list of the places I would like to work.
16. I can usually stay after school to attend a club meeting or work on the newspaper. _____ My teachers have given me a lot of homework.
17. _____ Isadora Duncan began doing free-form, interpretive dancing. Some devotees of classical dancing condemned her performances as crude and artless.
18. The U.S. Air Force is continually experimenting with safety procedures. _____ It can increase the margin of safety for its pilots.
19. _____ Your car skids on the ice. Turn the wheels in the direction of the skid.
20. You will not get ahead in business. _____ You take some risks.

WORKSHEET 6

Identifying and Using Adverb Clauses and Elliptical Clauses

EXERCISE A Underline the adverb clause in each sentence. On the line provided, state whether the clause tells *how*, *when*, *where*, *why*, *to what extent*, or *under what condition*.

EXAMPLE when 1. After Napoleon's defeat at Waterloo in 1815, Britain was not involved in a major European war for nearly a century.

- _____ 1. Because Britain enjoyed a period of relative political and social stability during Queen Victoria's reign, that period is called the Victorian Age.
- _____ 2. The problems that surfaced during Victoria's reign were more complex than the ones the British had previously encountered.
- _____ 3. Living conditions gradually improved, though, as the nineteenth century progressed.
- _____ 4. Wherever working class people lived in Britain, the drop in food prices made their lives easier.
- _____ 5. As more people became educated and the country became more industrialized, the standard of living rose.
- _____ 6. As scientists gained more understanding of the natural world, Victorian intellectuals came to believe that human efforts could solve all material problems.
- _____ 7. Others, however, were doubtful whether material comfort could fully satisfy human needs and wishes.
- _____ 8. Because waste often accompanied Victorian progress, some writers severely criticized their culture.
- _____ 9. Although his life was a Victorian success story, Charles Dickens often wrote critically of the superficiality and excess of Victorian life.
- _____ 10. After they had questioned the costs of achieving material comfort, many Victorian writers began to question codes of decorum and authority.

EXERCISE B Write complete sentences using the adverb clauses that have been provided.

EXAMPLE 1. when I'm feeling blue When I'm feeling blue, I like to go for a long walk.

1. after we finish our project _____
2. until it got too dark to see _____
3. than he took _____

Continued ➞

4. if I had the right tools _____

5. because she loves to travel to exotic places _____

6. as though they could read my thoughts _____

7. since it's so nice outside _____

8. where wild mustangs run free _____

9. provided that we have accurate directions _____

10. before the explorers came through this mountain pass _____

EXERCISE C Underline the elliptical clause in each of the following sentences. On the line provided, write the part of the clause that has been left out.

EXAMPLE 1. Tonya may eat with us if she wants to.

eat with us _____

1. When listening to music, Mimi often does not hear the phone ring.

2. *Hamlet* took longer to perform than *Macbeth*.

3. If Jane needs to, she may study for the test with us.

4. While working on his car, Glendon kept his toolbox within easy reach.

5. She feeds the cat more often than I.

WORKSHEET 7

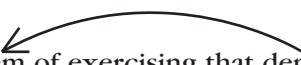
Identifying Adjective, Noun, and Adverb Clauses

EXERCISE A Underline the subordinate clause in each of the following sentences. On the line provided, identify what kind of clause it is by writing *ADJ* for adjective clause, *ADV* for adverb clause, or *N* for noun clause.

EXAMPLE N 1. Did you know that Shakespeare was an actor as well as a playwright?

- _____ 1. While our parents played mah-jongg, we watched the movie *Titanic*.
 _____ 2. Do you know who wrote the *Rubáiyát*?
 _____ 3. Pride is the tragic flaw that causes Roland's downfall.
 _____ 4. A letter that is mailed today will be delivered by 10:30 A.M. tomorrow.
 _____ 5. If there is any delay, we will notify you.
 _____ 6. Their tour guide, who had always lived in Tokyo, told them many interesting anecdotes about the Japanese capital.
 _____ 7. What caused the disruption of the online service remains a mystery.
 _____ 8. Whatever historical artifacts were found belonged to the government.
 _____ 9. Miguel looked as though he were tired.
 _____ 10. The president is carefully guarded wherever he goes.

EXERCISE B Underline the subordinate clause in each of the following sentences. Next, on the line provided, identify what kind of clause it is by writing *ADJ* for adjective clause, *ADV* for adverb clause, or *N* for noun clause. Then, for each adjective or adverb clause, draw an arrow to the word that the clause modifies.

EXAMPLE ADJ 1. Yoga is a system of exercising that demands intense concentration.


- _____ 1. The yoga postures that you are doing are simple.
 _____ 2. They are part of an ancient discipline that still works.
 _____ 3. You should learn what each posture does for you.
 _____ 4. As you do the movements, control your breathing.
 _____ 5. What you need to do is relax between postures.
 _____ 6. If you do the postures daily, you will improve rapidly.
 _____ 7. You will feel relaxed after you exercise.
 _____ 8. Yogis are followers of the yoga school who have achieved mastery.
 _____ 9. Their accomplishments are what inspire their students.
 _____ 10. Yogis eat carefully because diet affects health.

WORKSHEET 8 Test

EXERCISE A Each of the following sentences contains an italicized clause. On the line provided, identify the clause as independent (*IND*) or subordinate (*SUB*).

EXAMPLE SUB 1. Do you know *who wrote "Tears, Idle Tears"?*

- _____ 1. *I know* that Tennyson wrote that poem.
- _____ 2. He wrote many poems *that addressed some of the philosophical issues of his day*.
- _____ 3. *One poem, "In Memoriam,"* addresses an issue which everyone eventually faces.
- _____ 4. *This poem is an elegy for Arthur Henry Hallam, Tennyson's close friend,* who died unexpectedly.
- _____ 5. *Unless I am mistaken,* Robert Browning, another Victorian poet, wrote "My Last Duchess."
- _____ 6. *If you have studied the dramatic monologue form,* you are most likely familiar with this poem.
- _____ 7. Dramatic monologues are poems in which a speaker *who is not the poet* addresses a listener who doesn't speak.
- _____ 8. *Robert Browning achieved fame for his writing,* although he was not as successful as his wife Elizabeth Barrett Browning.
- _____ 9. She is remembered today for her sonnets, *of which "How Do I Love Thee" is the best known.*
- _____ 10. Often, when I think of a love poem, *I think of this sonnet.*

EXERCISE B Underline the adjective clause in each of the following sentences and draw an arrow to the word that each clause modifies.

EXAMPLE 1. The person to whom you wish to speak is out to lunch.

1. That Italian aria was one that we had not heard before.
2. They should ask George, who is noted for his astute assessments, for his opinion.
3. The child for whom I am looking is my little brother.
4. Listen to this song that I composed for the dulcimer.
5. One person who is truly a good fellow is my cousin Sal.
6. Have you practiced the song that you will sing at Ryan's and Sandy's wedding?
7. The soup, which had been slowly simmering, had a tantalizing aroma.
8. Jacy is the student whose essay on patriotism won first place.
9. Caroline, meet my aunt Mildred, who makes the best oyster stuffing in Illinois.
10. The company for which I am working part time wants me to work full time.

Continued ➞

EXERCISE C Underline the noun clause in each of the following sentences. Then, on the line provided, identify how the clause is used by writing *S* for subject, *DO* for direct object, *IO* for indirect object, *OP* for object of a preposition, or *PN* for predicate nominative.

EXAMPLE *S* 1. What I really love to do is ice-skate.

- _____ 1. Yes, Virginia, grass and twigs are what deer like to eat.
 _____ 2. That Rolando is reading *Beowulf* for the third time is amazing.
 _____ 3. Here is the gist of what the essay explains.
 _____ 4. I certainly wonder why he left so abruptly.
 _____ 5. I will give whoever is going to the movie a ride.

EXERCISE D Underline the adverb clause in each sentence. On the line provided, state whether the clause tells *how*, *when*, *where*, *why*, *to what extent*, or *under what condition*.

EXAMPLE *When* 1. After it rained, the atmosphere felt thick and muggy.

- _____ 1. This plate looks as if it has never been used.
 _____ 2. Because he felt tired, Paul decided to go home.
 _____ 3. The concert will be held, provided that we find a suitable space.
 _____ 4. We will travel wherever our trusty old vehicle takes us.
 _____ 5. That rabbit runs as though its life were in danger.

EXERCISE E Underline the subordinate clause in each of the following sentences. Then, on the line provided, identify the kind of subordinate clause it is by writing *ADJ* for adjective, *ADV* for adverb, or *N* for noun. If a clause is elliptical, also write *E*.

EXAMPLE *ADV* 1. Baking the bread took longer than I thought it would.

- _____ 1. I know where she is going in such a hurry.
 _____ 2. One Romantic poet whom I love to read is Keats.
 _____ 3. While the soft strains of Mozart wafted in the breeze, I found myself descending into a peaceful slumber.
 _____ 4. Rarely has anyone been more diligent than Ana.
 _____ 5. Concentration is what I need most right now.
 _____ 6. There are few hypotheses that are as brilliant as yours.
 _____ 7. That Salman loves to read Kipling is surprising.
 _____ 8. Because I am so fascinated by fractals, I spent half the evening reading about them.
 _____ 9. My aunt told us about the time when she got lost in the national park.
 _____ 10. This poem is easier to read than the last one.

Continued ➞

EXERCISE F Write complete sentences using the following noun, adjective, and adverb clauses.

EXAMPLE 1. after the great successes of our endeavor *After the great successes of our endeavor, we decided to enter the competition again next year.*

1. how tall that tree will grow _____

2. what I like best about you _____

3. where anything is possible _____

4. while Sandra watched from my screen porch _____

5. what Mrs. Chou was looking for _____

6. where Abraham Lincoln delivered his "Gettysburg Address" _____

7. whoever wants to write for extra credit _____

8. after the concert is over _____

9. in which the actress appears _____

10. how she learned to drive a car with a manual transmission _____

WORKSHEET 1

Distinguishing Sentences from Fragments

EXERCISE A Decide whether each of the following groups of words is a sentence fragment or a complete sentence. On the line provided, write *F* if the group is a fragment or *S* if it is a sentence.

EXAMPLE F 1. England, a land of history, which has influenced many nations.

- _____ 1. Isolated from the European continent by the English Channel, rain-drenched and often foggy.
- _____ 2. Also green and dotted with thatched cottages, quaint stone churches, and mysterious stone ruins.
- _____ 3. The island of Great Britain seems made for elves, legends, and poets.
- _____ 4. If this land of green landscapes and melancholy weather has been the home of Stonehenge, Robin Hood, and Shakespeare.
- _____ 5. It has also been the home of the theory of gravity, the Industrial Revolution, radar, penicillin, and the Beatles.
- _____ 6. While most of the world was still ruled by royalty.
- _____ 7. The English were gradually creating a democratic political system that remains the model for many nations.
- _____ 8. In 1776, Americans rebelled against British rule.
- _____ 9. The American system of justice would not be what it is today without the legacy of English common law.
- _____ 10. With its emphasis on personal rights and freedom.

EXERCISE B Decide whether each of the following groups of words is a sentence fragment or a complete sentence. On the line provided, write *S* if the group of words is a complete sentence. If an item is a fragment, rewrite it as a complete sentence.

EXAMPLE 1. Found on the workbench in the garage. I found the hammer on the workbench in the garage.

1. However you wish to divide up the work. _____
2. Don't pick the yellow wax beans until they are ready. _____
3. Sitting under a canopy of live oak trees. _____
4. These bars of scented soap wrapped in flowered cloth with a satin bow. _____

Continued ➞

5. Be sure to finish entering data about the results of our experiment by tomorrow. _____

6. At the edge of the lake where cattails grow profusely. _____

7. Coasting down the hill on her mountain bike, Li felt the wind in her hair. _____

8. The exhausted puppy slept. _____

9. With everything you've got. _____

10. The child was transfixed by the slow but steady progress of the centipede. _____

11. Began looking in the classified ads section of the newspaper for a summer job. _____

12. Queen Victoria's reign, the longest in British history, sixty-three years. _____

13. Watch out for the truck! _____

14. Did complete the research for the paper he was writing? _____

15. Lightning has struck the tree twice. _____

16. In 1992, Mae Carol Jemison became the first black woman to fly in space. _____

17. Is our next assignment. _____

18. At its height, the British Empire ruled about one fourth of the world's land and people. _____

19. The mechanic, saying that the transmission in my car was slipping. _____

20. Asking the McKnights if they would like to come to dinner on Saturday? _____

WORKSHEET 2

Identifying Subjects, Predicates, and Complements

EXERCISE A In each of the following sentences, underline the simple subject once and the simple predicate twice. Be sure to include all the words in a verb phrase. If a sentence contains an understood subject, write *you* in parentheses at the end of the sentence.

EXAMPLES 1. No, Lorena, Pegasus was not a horsefly, but a flying horse.

2. Please put the car in the garage and shut the door. (*you*)

1. Under the spreading branches of an oak tree, Joaquim dozed fitfully.
2. A good auto mechanic can certainly make life easier for a commuter.
3. Take the book back to the library.
4. A good piece of music stirs the emotions, inspires the imagination, and lifts one's spirits.
5. Here are the requirements for our next aquatic project.
6. Laura, please take the dogs for a walk around the neighborhood this evening.
7. *The Life of Timon of Athens* and *Titus Andronicus* are lesser-known Shakespearean tragedies.
8. There are good places to camp everywhere in this park.
9. After the storm, we can take the sailboat out on the lake.
10. The cow stood in the corner of the pasture for hours without moving.

EXERCISE B Identify the italicized complements in the following sentences on the line provided. Write *DO* for direct object, *IO* for indirect object, *OC* for objective complement, *PN* for predicate nominative, or *PA* for predicate adjective.

EXAMPLE IO 1. My brother wrote *Grandma* a long letter.

- _____ 1. Chilean poet Pablo Neruda won the *Nobel Prize* in literature in 1971.
- _____ 2. Pumpkin pecan tamales are deliciously *different*.
- _____ 3. Roya taught her *dogs* a new trick.
- _____ 4. Sir Thomas Wyatt was a *courtier* of Henry VIII.
- _____ 5. We named our cat *Mr. Alp*.
- _____ 6. Edmund Spenser's *The Faerie Queene* is an *allegory*.
- _____ 7. "Read *me* a story!" pleaded Ali.
- _____ 8. The computer has made the typewriter practically *unnecessary*.
- _____ 9. In his pamphlet *A Modest Proposal*, Jonathan Swift offers an outrageous *solution* to problems in Ireland.
- _____ 10. Your analysis of the problem seems *flawed* by lack of supporting detail.

Continued ➞

EXERCISE C For each clause in the following sentences, identify the simple subject by underlining it once and the simple predicate by underlining it twice. On the line provided, use the following abbreviations to identify each italicized complement: *DO* (for direct object), *IO* (for indirect object), *OC* (for objective complement), *PN* (for predicate nominative), or *PA* (for predicate adjective).

EXAMPLES PN 1. An aphorism is a concise, sometimes witty *saying*.

DO 2. Have you written any *poems* lately?

- _____ 1. I thought the story of the film absolutely *bilarious*.
- _____ 2. Did Marco enjoy the *dinner* they had made?
- _____ 3. The cardinal fed her *babies* sunflower seeds.
- _____ 4. The humidity in the lowlands was *oppressive*.
- _____ 5. Tara found the pale green glow of fireflies really *delightful*.
- _____ 6. Is that champion racer a *quarter horse*?
- _____ 7. Eli told *me* some really corny jokes.
- _____ 8. The lilting sounds of a flute in the distance were *soothing*.
- _____ 9. One of the world's most famous paintings is the *Mona Lisa*.
- _____ 10. We applied the literary *devices* to our own poetry.
- _____ 11. Mr. Benner named Alex and Sarah *team leaders* for the science competition.
- _____ 12. Did Ms. Clute accompany the *vocalists* at the recital?
- _____ 13. Lina showed *Una* and *me* her family's new apartment.
- _____ 14. My grandmother was a seamstress when she was a young *woman*.
- _____ 15. The basement, which was very damp because of heavy rain, smelled *musty*.
- _____ 16. As I worked to remove the knots from the fine chain, the necklace became more *tangled*.
- _____ 17. Many people consider the dog humankind's best *friend*.
- _____ 18. With moderate success, the baby sitter fed the *baby* strained carrots.
- _____ 19. Carla's infectious laugh brought a *smile* to everyone's face.
- _____ 20. When did Dianne Feinstein become a United States *senator*?
- _____ 21. According to his friends, Garry is *hard-working, intelligent, and ambitious*.
- _____ 22. The service manager showed Brian where the spike had punctured the *tire* in the sidewall.
- _____ 23. By moving the little pool into the shade, Cheryl kept the children *cool* all afternoon.
- _____ 24. Doesn't Ms. Lenz on College Avenue teach beginning and advanced students *piano*?
- _____ 25. Because the jury thought the prosecutor's claims were unsupported, it rendered the *decision* "not guilty."

WORKSHEET 3

Identifying Subjects, Verbs, and Complements

EXERCISE A Draw one line under the simple subject or subjects and two lines under the simple predicate or predicates in each of the following sentences. In a command or request, insert the understood subject *you*.

- EXAMPLES 1. Before the driving test, ^{*you*} study the traffic laws carefully.
2. Has Bill read the manual put out by the Department of Motor Vehicles?

- Most drivers regularly obey traffic laws.
- Obedying the law increases your own safety.
- Stop at every stop sign and look in both directions.
- Above the roar of traffic shrilled a traffic controller's whistle.
- At busy intersections drivers must always watch for pedestrians.
- One of the results of an accident is a costly repair bill.
- Never drive faster than the speed limit.
- Did you and Antoine take your driving test on Saturday?
- Father and Mother have always been expert drivers.
- Marie took the driving test and made an almost perfect score.

EXERCISE B Underline the complements in the following sentences. Identify the type of each complement by writing above it *DO* for direct object, *IO* for indirect object, *PN* for predicate nominative, *OC* for objective complement, or *PA* for predicate adjective.

- EXAMPLE 1. Our teacher gave ^{*IO*} us a brief biographical ^{*DO*} sketch of Naomi Shihab Nye.

- Naomi Shihab Nye is a native of St. Louis, Missouri.
- She has written several collections of poetry.
- The poet is also a songwriter with two albums to her credit.
- Many readers consider her poetry beautiful.
- Nye's travels to Jerusalem to visit her grandmother were inspirational.
- Currently, Nye is a resident of San Antonio, Texas.
- She often reads students her poetry in schools.
- Her workshops give young writers confidence to reveal the poetry within themselves.
- According to Nye, poetry is a conversation with the world.
- Write your conversation on paper, and discover the poetry in your imagination.

Continued ➞

EXERCISE C Underline and label the simple subjects, simple predicates, and complements in the following sentences. Write *S* for subject, *V* for verb, *DO* for direct object, *IO* for indirect object, *OC* for objective complement, *PN* for predicate nominative, and *PA* for predicate adjective.

EXAMPLES 1. ^S Ms. Fuentes ^V read ^{DO} an excerpt from the Mali epic *Sundiata*.

2. ^S Living in Texas in the summertime ^V can ^V often be ^{PA} difficult because of the heat.

1. Mrs. Bell did not give us a time limit for our take-home test.
2. Now you can read some of those new books in the library.
3. Neither of those lessons is difficult or time-consuming.
4. Has anyone done the fifth problem in today's lesson?
5. Sacajawea was the Shoshone guide for the Lewis and Clark expedition.
6. Athena and Hermes helped Perseus in his pursuit of Medusa.
7. Studying at home has always been a challenging task.
8. My aunt in Seattle sent me a book of Gwendolyn Brooks's poetry titled *The Near Johannesburg Boy*.
9. I gave José your notes from yesterday's class.
10. Strange and bewildering are some of the Greek myths.
11. In the United States' movie and television industries, a gaffer is the lead electrician in charge of lighting.
12. Did Peggy's friends from school give her a birthday party today?
13. Persons with influenza are contagious and miserable.
14. Unlike some cats, our orange-and-white cat Zigfeld is friendly and affectionate.
15. Many fitness experts consider swimming healthy for young and old alike.
16. Will you please pick up your clothes and give John the slacks to take to the cleaners?
17. Her family's stories are the basis of much of Lucille Clifton's writing.
18. The use of imagery to describe feelings is a common technique of poets and other authors.
19. In 1865, the United States Congress ratified the Thirteenth Amendment to the Constitution, outlawing slavery.
20. On Saturday morning, Cory gave LaVerne a detailed description of his vacation in Peru.
21. Published in 1859, Charles Darwin's *Origin of Species* is still controversial today.
22. After a long discussion with his orthodontist, Trent wore his retainers more consistently.
23. The Panama Canal, a vital passageway between the Atlantic Ocean and the Pacific Ocean, first operated its locks for ship traffic in 1914.
24. Yipping and snapping are two undesirable habits of Melissa's little dog.
25. Did the citizens at the city council meeting consider it productive?

WORKSHEET 4

Classifying Sentences by Structure and Purpose

EXERCISE A On the line provided, classify each of the following sentences as simple (S), compound (CD), complex (CX), or compound-complex (CC).

EXAMPLE CX 1. When Greek travelers visited what is now Great Britain in the fourth century B.C., they found an island settled by tall, blond warriors whom they called Celts.

- _____ 1. The religion of the Celts is called *animism*, from the Latin word for “spirit.”
- _____ 2. The Celts saw spirits in everything, and they believed these spirits or gods controlled all aspects of existence.
- _____ 3. Priests called Druids acted as intermediaries between the gods, who had to be constantly satisfied, and the people.
- _____ 4. As this religion was practiced, ritual dances were performed, and sometimes even human sacrifices were demanded.
- _____ 5. Sir Thomas Malory, who was interested in Celtic legends, gathered together stories about a warrior named Arthur and wrote *Le Morte Darthur*.
- _____ 6. W. B. Yeats used Celtic myths in his poetry and plays as he attempted to make the Irish aware of their lost heroic past.
- _____ 7. Unlike the male-dominated Anglo-Saxon stories, the Celtic legends are full of strong women like Queen Maeve of Connacht.
- _____ 8. Queen Maeve, who was tall, strong, and very beautiful, once led her troops in an epic battle.
- _____ 9. Celtic stories, unlike some of the later, brooding stories of the Anglo-Saxons, are full of fantastic animals, passionate love affairs, and fabulous adventures.
- _____ 10. The Celts’ mythology, which has influenced generations of writers, takes the reader to enchanted lands where imagination rules.

EXERCISE B On the line provided, identify each of the following sentences as *DEC* for declarative, *INT* for interrogative, *IMP* for imperative, or *EXC* for exclamatory. Then, supply an appropriate end mark after each sentence.

EXAMPLE INT 1. What time of day do you enjoy most?

- _____ 1. I love to step outside my front door to welcome the new day
- _____ 2. Aren’t the pale clouds across the sky lovely
- _____ 3. What a beautiful jewel the morning star is
- _____ 4. Just listen to the birdsongs in the quiet of the morning
- _____ 5. The muted sounds of the city seem to come from a great distance

WORKSHEET 5 Test

EXERCISE A Identify the following groups of words as sentence fragments or complete sentences. On the line provided, write *F* if the item is a fragment or *S* if it is a sentence.

EXAMPLE F 1. Beginning with an invasion led by Julius Caesar in 55 B.C.

- _____ 1. Culminated in an invasion organized by the emperor Claudius about a hundred years later.
- _____ 2. The Britons were finally conquered by the legions of Rome.
- _____ 3. The Romans provided the armies and institutions that prevented invasions of Britain by the Picts and the Scots for several hundred years.
- _____ 4. Using the administrative genius that enabled them to hold dominion over much of Europe and the Mediterranean.
- _____ 5. The Romans built a network of roads, some of which are still used today.

EXERCISE B In each clause in the following sentences, underline the simple subject once and the simple predicate twice. Be sure to underline all the words in a verb phrase. If a sentence contains an understood subject, write *you* in parentheses at the end of the sentence.

EXAMPLES 1. Claudius was the Roman emperor who conquered Britain.

2. Read about this fascinating period of British history. (you)

1. Boadicea ruled over a tribe of Britons.
2. After the Romans plundered her dead husband's property, they flogged Boadicea.
3. Her tribe retaliated fiercely for what Boadicea had endured.
4. In fact, her story is an example of a people moved to frenzy against their aggressors.
5. The Romans withdrew from Britain by A.D. 409 and left the country without a centralized government.
6. Just imagine how weak and vulnerable the island was!
7. In the middle of the fifth century, Angles and Saxons from Germany and Jutes from Denmark crossed the North Sea.
8. These invaders drove out the old Britons and eventually settled the greater part of Britain.
9. There is evidence, though, that the Anglo-Saxons did not have an easy time of it.
10. Their language, however, became the dominant one in the land, which was to take a new name, *Engla land*, or England, from the Angles.

Continued ➞

EXERCISE C On the line provided, identify the italicized complements in the following sentences as *DO* for direct object, *IO* for indirect object, *OC* for objective complement, *PN* for predicate nominative, or *PA* for predicate adjective.

EXAMPLE DO 1. I planted my *garden* a little late this year.

- _____ 1. We appointed her *acting president* for the interim.
 _____ 2. That radio station plays *oldies* day and night.
 _____ 3. Joining the Future Farmers of America Club is a good *way* to get experience raising livestock.
 _____ 4. Although he asked us to reveal our plans, we told *him* nothing.
 _____ 5. The night air seems thick and *heavy*.

EXERCISE D In each sentence, identify the subject by underlining it once and the verb or verbs by underlining them twice. On the line provided, identify the italicized complement as *DO* for direct object, *IO* for indirect object, *OC* for objective complement, *PN* for predicate nominative, or *PA* for predicate adjective.

EXAMPLE PA 1. The insect world is *fascinating*.

- _____ 1. *What* do you know about raising silkworms?
 _____ 2. Don't growers feed *them* mulberry leaves?
 _____ 3. Silkworms are *productive*, not destructive like the boll weevil.
 _____ 4. Boll weevils, on the other hand, are cotton-eating *pests*.
 _____ 5. They infest the cotton plant and make it *useless*.

EXERCISE E On the line provided, classify each of the following sentences as simple (*S*), compound (*CD*), complex (*CX*), or compound-complex (*CC*).

EXAMPLE CX 1. Since it has been drizzling off and on all day, I suggest we wear our raincoats.

- _____ 1. Next year, I plan to visit my friend Nina in Barcelona, Spain, and after that I would like to explore the Pyrenees.
 _____ 2. Slipping and sliding, squealing and shouting, the children skated happily on the frozen pond for the first time that winter.
 _____ 3. Many were the times that Sophie, our Brittany spaniel, plunged into the icy mountain stream that flowed behind our cabin.
 _____ 4. Make a list of the chores that we should do before we leave, but don't worry if not everything gets done.
 _____ 5. When I took apart my computer to replace the motherboard, to my dismay, I misplaced the screws that held everything in place.

Continued ➞

EXERCISE F On the line provided, identify each of the following sentences as *DEC* for declarative, *INT* for interrogative, *IMP* for imperative, or *EXC* for exclamatory. Then, supply an appropriate end mark after each sentence.

EXAMPLE IMP 1. Take this lunch with you when you go.

- _____ 1. If you listen carefully, you can hear many night sounds other than insects
- _____ 2. I am not sure I can finish *War and Peace* in only three weeks
- _____ 3. Look out for those dogs
- _____ 4. Why aren't you applying for more scholarships
- _____ 5. Mahmoud, please list every message that comes in

EXERCISE G Classify each of the following sentences in two ways. In space (a), classify each sentence according to its structure by writing *S* for simple sentence, *CD* for compound sentence, *CX* for complex sentence, or *CC* for compound-complex sentence. In space (b), classify each sentence according to its purpose, writing *DEC* for declarative sentence, *INT* for interrogative sentence, *IMP* for imperative sentence, or *EXC* for exclamatory sentence.

EXAMPLE 1. As a young woman, I worked at various jobs until I decided to study biology.

(a) CX (b) DEC

1. Our group toured the historic homes of the early settlers who founded this town, and we were fascinated by the old-fashioned appliances and tools we saw.
(a) _____ (b) _____
2. Did you know that there are many avid stamp collectors all over the world?
(a) _____ (b) _____
3. Look at the third page of the handout.
(a) _____ (b) _____
4. What a lot of work it must have taken, and how many nails he must have hammered!
(a) _____ (b) _____
5. Amazingly enough, I now feel like an expert at grammar.
(a) _____ (b) _____

WORKSHEET 1

Coordinating and Subordinating Ideas

EXERCISE A In the space provided, write an appropriate connecting word, an appropriate mark of punctuation (such as a comma or a semicolon), or both to coordinate ideas.

EXAMPLES 1. Classical literature includes the writings of ancient Greece and Rome.

2. The Middle Ages is one historical period ____;____ the Renaissance is another.

1. Do we live in the Space Age _____ the Age of Computers?
2. Historical periods cannot be definitively separated from one another _____ they can be distinguished.
3. The Renaissance period in Europe occurred in the 1400s, 1500s, _____ 1600s.
4. *Renaissance* is a French word meaning “rebirth” _____ it refers particularly to a renewed interest in classical learning.
5. Most European scholars in the Middle Ages did not know the Greek language _____ in the Renaissance, more people learned to read Greek.
6. People who could read had been encouraged to concentrate on texts promoting Church doctrine _____ people discovered the marvels hidden away in old Greek and Latin classics.
7. The Roman Catholic Church at this time was very rich and powerful _____ it financed many intellectual and artistic endeavors.
8. The first task was to recover accurate copies of ancient writings _____ people searched through monasteries to find the works of writers who had been forgotten.
9. In the writings of the Greek thinker Plutarch, for example, people read that the aim of life is to attain virtue, not success, money _____ fame.
10. Plutarch believed that virtue is the best possible human attribute _____ the only source of true happiness.

EXERCISE B Revise each of the following sentences to show correct subordination. First, delete the conjunction *and*. Then, change one of the sentences to either an adverb clause or an adjective clause that will express accurately the relationship between the ideas in the sentence. Write the revised sentence on the lines provided, adding commas as necessary. *Note:* For some sentences, you may need to delete words besides *and*.

EXAMPLE 1. Bernard Shaw was awarded the Nobel Prize in literature in 1925, and he was a prolific writer.

Bernard Shaw, who was awarded the Nobel Prize in literature in 1925, was
a prolific writer.

1. Some critics believed that Shaw was interested mainly in expressing ideas, and they did not consider him an effective dramatist.

Continued ➞

2. One of Shaw's most famous characters, Henry Higgins in *Pygmalion*, is an expert on British dialects, and some people may think that Shaw was British.
- _____
- _____
3. Shaw was born in Dublin in 1856, and he was undeniably an Irishman.
- _____
- _____
4. Shaw was tutored at home, and he went to work at age sixteen.
- _____
- _____
5. In 1891 Shaw had not yet written a play, and he was thirty-five years old.
- _____
- _____
6. A dozen years later, Shaw was an unproduced playwright in London, and he had written twelve plays.
- _____
- _____
7. His plays were finally performed, and the audiences reacted very favorably after 1904.
- _____
- _____
8. Shaw was a music critic for a time, and he began writing drama criticism in 1895.
- _____
- _____
9. Many readers evaluate the total body of his work, and they discover one of the most prolific writers of the twentieth century.
- _____
- _____
10. His plays alone represent a tremendous literary output, and they are only about half of his total writing.
- _____
- _____

WORKSHEET 2 Using Parallel Structure

EXERCISE A Below each of the following incomplete sentences are two expressions. Complete each sentence by choosing the expression that is parallel in form with an expression that is already a part of the sentence. On the line provided, write the letter (*a* or *b*) of the expression you choose.

EXAMPLE 1. Tsetse flies transmit parasites that cause serious diseases not only in animals *b* .

- a.** but also humans **b.** but also in humans

1. Tsetse flies are notorious as carriers of the disease nagana in cattle and _____.
a. when they cause sleeping sickness in humans **b.** of sleeping sickness in humans
2. Nagana is a disease that affects not only cattle but also _____.
a. horses **b.** affects horses
3. Tsetse flies feed by piercing the skin with their mouthparts and _____.
a. to suck the blood of animals and humans **b.** sucking the blood of animals and humans
4. After the bite of the tsetse fly, parasites multiply in the blood of animals and _____.
a. human's blood **b.** of humans
5. Sleeping sickness is a terrible disease that can run a slow course and _____ unless the patient is treated.
a. ending in coma and death **b.** end in coma and death
6. Moderate control of tsetse flies can be achieved by sterilizing them with radiation or _____.
a. by spraying them with insecticide **b.** spray them with insecticidal sprays
7. More effective control can be achieved by burning brush and _____.
a. the clearing of woodlands **b.** clearing woodlands
8. Tsetse flies show preferences for woodlands and _____.
a. for open grasslands **b.** to feed in open grasslands
9. The disease that attacks cattle can be far more difficult to control than the disease _____.
a. that attacks humans **b.** attacking humans
10. The key elements of keeping this disease under control are aggressive detection and treatment of victims by medical personnel and _____.
a. diligent use of house screens **b.** residents diligently using house screens

Continued ➞

EXERCISE B On the lines provided, revise each of the following sentences to correct the faulty parallelism. If the sentence is already correct, write *C*.

EXAMPLE 1. He not only brought home a pizza but also a large watermelon.

He brought home not only a pizza but also a large watermelon.

1. Knowledge gained from experience is just as important as what the books teach.

2. The company you keep either can be an asset to you, or your downfall can be brought about by it.

3. We learn best the subjects that interest us and skim over those that do not.

4. The climate of Canada is quite different from Mexico.

5. Working difficult math problems is just as interesting to me as to read adventure stories.

6. I enjoy reading the sonnets of Elizabeth Barrett Browning more than Shakespeare.

7. The next novel I read will either be Buchi Emecheta's *The Wrestling Match* or *The Dark Child* by Camara Laye.

8. The four diplomats could neither agree on the time nor the place of their next meeting.

9. Her stories are characterized by simple vocabulary, rapid action, and she uses a vast amount of dialogue.

10. Maya Ying Lin not only designed the Vietnam Veterans Memorial in Washington, D.C., but also the Civil Rights Memorial in Montgomery, Alabama.

WORKSHEET 3

Identifying Sentence Fragments

EXERCISE Some of the following items include sentence fragments; others contain sentences only. On the line provided, write *F* if the item includes a fragment or *S* if it contains only sentences.

EXAMPLES *F* 1. You should stand several feet away. If you wish to get the full effect of the picture.

 S 2. Georgia O'Keeffe was a painter. Her paintings are now quite valuable.

- _____ 1. For half an hour the glass-bottomed boat drifted. Pitching and rolling above the reef in four- to six-foot waves.
- _____ 2. Today a large number of people go to college. Simply because times have changed and a college education is essential for many jobs.
- _____ 3. First, think about what you would like to be doing twenty years hence. Then, find out what education you must have to achieve this goal.
- _____ 4. All nations and all councils of the United Nations should work together harmoniously. Since each group depends upon the other groups.
- _____ 5. Since 1946 the United Nations has been trying to eliminate nuclear weapons while at the same time seeking reduction of other armaments.
- _____ 6. Many television programs present a vivid picture of crime and violence. Although the moral is usually that crime and violence cannot be committed with impunity, the excitement of evil-doing often overshadows that moral.
- _____ 7. In an episode of the Indian epic poem *Mahabharata*, Yudhistira and his four brothers go into a forest in search of a deer. That has stolen a Brahmin's articles of prayer.
- _____ 8. I plan to join the United States Navy because it can prepare me for a career as an electrician. And because I like ships and travel.
- _____ 9. The Chinese may have been using compasses as early as A.D. 1100. Western Europeans and Arabs were using compasses by 1200. The first compass was probably a magnetized needle floating in a bowl of water; by the thirteenth century the compass included a card showing the various directions.
- _____ 10. Lake Superior is one of the the world's largest bodies of fresh water. With part of it in the United States and part in Canada.
- _____ 11. In December 1952, a killer smog settled over London. During a five-day period, a temperature inversion and lack of wind kept foul, greenish fog hanging over the city. More than four thousand people died as a result of the polluted air.
- _____ 12. When you are a senior, you begin to realize what you might have done differently in high school. What courses you should have taken. And what clubs you might have joined.
- _____ 13. José Rizal was a Filipino physician and writer. Whose writings and subsequent exile catalyzed a reform movement in the island nation in the late 1890s.

Continued ➞

- _____ 14. Although Senator Wong's views are controversial, they are by no means unreasonable. Her critics underestimate the popularity of her opinions. She has a large, loyal, and vocal following.
- _____ 15. Thor was the mighty Norse god of storm and thunder. Iron gloves and an invincible flying hammer enhanced his power.
- _____ 16. The island of Eigg in the west of Scotland is famous for its beach of white quartz. Known as the Singing Sands.
- _____ 17. The best mystery novels are packed with exciting details. The novels seem unconnected and confusing at first, but finally fit together into a neat and plausible pattern.
- _____ 18. The most popular mystery novelists usually create a memorable detective. Who appears in a series of books and has a loyal following of readers.
- _____ 19. Each fictional detective is an unusual individual. Such as Lord Peter Wimsey, the aristocratic detective created by Dorothy Sayers, an English writer, in the 1920s.
- _____ 20. Sir Arthur Conan Doyle, Sue Grafton, Walter Mosley, and Dashiell Hammett are other authors who created ingenious characters. Although Hammett's creation Sam Spade appeared in only one novel, *The Maltese Falcon*.
- _____ 21. Sojourner Truth, an abolitionist and women's rights advocate, was a powerful orator who sometimes shared the speaker's stage with Frederick Douglass. Hecklers who thought she was too strong to be a woman.
- _____ 22. How did John Muir, the naturalist who helped establish Yosemite National Park in California, almost lose his eye? Was an accident involving mechanical inventions?
- _____ 23. Two tragic events in 1968: the assassination of the Reverend Martin Luther King, Jr., and Senator Robert F. Kennedy.
- _____ 24. Originally built in 1961, the Berlin Wall separated communist East Berlin from non-communist West Berlin. The opening of that wall in 1989 symbolized the fall of communism in eastern Europe.
- _____ 25. The former Union of Soviet Socialist Republics political upheaval in the late 1980s and early 1990s. The USSR held its first contested elections under communist rule in 1989, and many communist officials were defeated. Less than two years later, the USSR dissolved.

WORKSHEET 4

Correcting Run-on Sentences

EXERCISE A Correct the run-on sentences in the following paragraphs by inserting appropriate punctuation, adding conjunctions, and marking letters that should be capitalized with three short lines.

EXAMPLE My uncle Akoni is a veteran sailplaner. his enthusiasm for sailplaning has motivated me to learn more about the challenging sport.

Light sailplanes can take advantage of the slightest drafts caused by upward movements of warm air called thermals these drafts radiate upward wherever the sun warms a patch of ground more rapidly than the area around it.

Sailplanes must be towed aloft by powered planes and released, then the pilots try to gain more altitude by hopping from updraft to updraft, they can gain thousands of feet in this way. Soaring is the art of staying aloft and moving forward hot-air flights of nearly a thousand miles have been recorded, and endurance records of more than seventy hours have been set. Soaring bears the same relationship to powered flight as sailing bears to powered boating, often those who enjoy sailing and gliding regard noisy, powered sport craft with contempt.

In America there are annual contests for soaring, world championships for soaring have been held every other year since 1950, in most championships points are given for the highest altitude, the longest distance flown, accuracy in returning to the start, and speed on a triangular course, although some people fly sailplanes competitively, many soar only for pleasure.

EXERCISE B Revise the word groups in the following paragraph to form five correct sentences by inserting appropriate punctuation and by marking letters that should be capitalized with three short lines.

EXAMPLE in recent years many programs for the international exchange of students have been developed. these programs recognize that living in a foreign country, among its people, is one of the best ways to learn about another culture.

A distinctive feature of this development has been the number of students of high school and college age who have crossed the Atlantic and Pacific European and Asian young people have come to the United States, and American young people have gone to Europe and Asia the students live in ordinary homes and attend local schools some stay for two months others remain as long as a year some college students stay in the country after the program is finished in order to travel and see the sights.

WORKSHEET 5**Revising Run-on Sentences**

EXERCISE Revise each of the following items to eliminate run-on sentences. Changes in wording and in the order of ideas are permitted, provided they do not affect the intended meaning. Write your revised sentences on the lines provided, correcting punctuation as necessary.

EXAMPLE 1. Ferdinand “Jelly Roll” Morton was a great pianist, there were many other talented African American jazz musicians, they helped popularize jazz in the 1920s. Ferdinand “Jelly Roll” Morton, a great pianist, was one of many talented African American jazz musicians who helped popularize jazz in the 1920s.

1. The Charleston is an African American folk dance, it originated in Charleston, South Carolina, but it resembles traditional dances performed in Trinidad, Nigeria, and Ghana, many theatergoers saw the Charleston in the African American musical *Runnin’ Wild* in 1923, then it became popular throughout the United States. _____

2. I know the classics are important, I read mostly modern novels, I think modern literature is more interesting. _____

3. Flower Boulevard is a wide street it has spacious lawns its homes are magnificent it is the most beautiful street in town. _____

4. Last summer we traveled to Egypt we went there to see the great pyramids they are one of the seven wonders of the ancient world. _____

Continued ➞

5. Peter J. McGuire helped to found the United Brotherhood of Carpenters and Joiners, he originally suggested the idea of a Labor Day it was first celebrated in New York on September 5, 1882. _____

6. It was 1932, Amelia Earhart became the first woman to fly solo across the Atlantic Ocean, five years later she attempted to fly around the world she disappeared on the flight. _____

7. "Games at Twilight" is a short story it was written by Anita Desai, Ravi is the main character, he experiences the heartache and shame of being left out of the games. _____

8. California today ranks second in the United States in gold production it was the scene of the first great gold rush this was started by James Marshall at Sutter's Mill it was started in 1848. _____

9. Diplomats are constantly confronting the enigmas of international politics, they must always be ready to negotiate the alternative to talk is likely to be war. _____

10. By themselves presidents could never gain detailed knowledge of all the departments of government, they must rely on their advisers these advisers are members of the White House staff, they are members of the Cabinet. _____

WORKSHEET 6**Avoiding Unnecessary Shifts in Sentences**

EXERCISE On the lines provided, revise the following sentences to eliminate unnecessary shifts in subject, in verb tense, and in voice.

EXAMPLE 1. If you would like to experiment with Thai cooking, one should try to make spring rolls.

*If you would like to experiment with Thai cooking, try making
spring rolls.*

1. My dog often gets lethargic during the summer, and a tendency to slow down is apparent.

2. If a person wants to be successful at any endeavor, you must be focused and disciplined.

3. The diplomat was at the peace talks, but few concrete results were attained by her.

4. We shop for winter clothing in the summertime, when lower prices are found. _____

5. My dad's meals are tasty, and he insists on having help with the cleanup. _____

6. When the bicycle swerved crazily toward the ditch, Tim squeezes the brake. _____

7. Many people enjoy a good film, but how to define *good* is something they could not agree upon. _____

8. Hikers must study the terrain very carefully so that you can choose the best trail.

9. Demetrius spent two hours at the natural history museum, but no saber-toothed tiger skeletons were seen. _____

10. Sarita heard the phone ring, but nobody else does. _____

WORKSHEET 7

Revising for Sentence Variety; Revising for Wordiness

EXERCISE A On the lines provided, revise the following paragraph by varying sentence beginnings and using a variety of sentence structures. You may add or delete words or make other changes as needed.

EXAMPLE A dog is a good pet for many people. Dogs are more than just pets. Dogs are companions.

For many people, dogs are more than just good pets. They are also good companions.

A dog can be a person's best friend. This is a popular opinion. It has been around for a long time. Some people might not agree with it. I do. Dogs have many positive qualities. People would do well to emulate them. My dogs show warmth, love, and enthusiasm when they are with me. I don't always have treats to give them. I can't always take them for a walk or play fetch. Sometimes I ignore them when my life gets hectic. My dogs like me anyway. They are loyal, supportive, and forgiving. I don't know of anyone else who is always glad to see me, no matter what.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Continued

WORKSHEET 8 Test

EXERCISE A On the line provided, add a coordinating conjunction, a subordinating conjunction, or a relative pronoun to each of the following sentences.

EXAMPLE 1. While I enjoy downhill skiing, I especially love cross-country skiing.

1. _____ you add leaves to your compost pile, make sure they are completely crushed.
2. Noelle and Claude, _____ idea this was in the first place, are positive everything will work out according to plan.
3. You are welcome to go fishing with us, _____ you may stay here for the afternoon, if you wish.
4. For me, English and history are rather easy subjects, _____ chemistry and pre-calculus are another story!
5. Why don't you make sure _____ the cats have enough water in their dish before we leave the house.

EXERCISE B Rewrite the following paragraph to improve weak coordination and faulty parallel structure. Add or delete words as necessary.

EXAMPLE Did you ever have a favorite activity as a kid, and maybe you weren't very good at it, and you did it anyway?

When you were a kid, did you ever have a favorite activity that you weren't very good at but that you did anyway?

My cousin Henry was a child, and one of his favorite things to do was putting on impromptu variety shows for his family and friends. He would be pretending to be the emcee and often filled in during the entertainment portions as well. He couldn't always talk our cousins and his friends into singing, dancing, telling jokes, or do magic tricks. He would do things the others couldn't or wouldn't do, even though, mostly, he was singing off-key and was quite an awkward dancer. He always had a good time, but the others did, too. Henry might not have been the most talented of showmen, and he knew how to make an audience laugh. We always enjoyed his shows more than our parents.

Continued ➞

EXERCISE C Rewrite the following paragraph, correcting any fragments, run-on sentences, or unnecessary shifts in subject, tense, or voice. Add or delete words as necessary.

EXAMPLE From 1600 to 1800. People from England and Europe traveled overseas and were pouring into North America. From 1600 to 1800, people from England and Europe traveled overseas, pouring into North America.

In 1660, England was utterly exhausted by nearly twenty years of civil war, by 1700 it had lived through a devastating plague. Also a fire that left more than two thirds of Londoners homeless. By the middle of the eighteenth century, England settles into a period of calm and order. At least among the upper classes. And though life for many was wretched, the middle class grows. Throughout this period, British men and women produced many brilliant works of philosophy, art, and literature, British military forces established new settlements. All over the globe.

EXERCISE D On the lines provided, revise the following paragraph by varying sentence beginnings and using a variety of sentence structures. You may add or delete words or make other changes as needed.

EXAMPLE I went on a backpacking trip. I would like to tell you about it.

Would you like to hear about my backpacking trip?

My mom and I wanted to try out our wilderness skills. We decided to go to a primitive area in Big Bend National Park, Texas. We chose a twenty-mile loop that the park ranger said usually takes three days to hike. The map showed two springs where we could camp at night and refill our water bottles. The trip didn't start out auspiciously. We had some car trouble and didn't get to the trailhead until three in the afternoon. Also, our water bottles were very heavy. We decided to pack in only two quarts of water each instead of the recommended gallon per person per day. This decision was a big mistake! We didn't reach the spring that night, and by morning we were each down to a pint of water. We soon were very thirsty. It was a long hike back.

Continued ➞

EXERCISE E Each of the sentences below contains unnecessary words and repeats ideas. Revise each sentence on the lines provided.

EXAMPLE 1. There was a result of the Glorious Revolution in England which was that Protestant rule resumed in England. *One result of the Glorious Revolution was that Protestant rule resumed in England.*

1. There were theaters in England during the seventeenth century, and they closed for more than twenty years while the Puritans held power. _____

2. Charles, who was the king of England, had become addicted to theatergoing during the period of time when the royal court was in exile in France. _____

3. One of the first things that Charles decided to do after he regained his throne back in England was to repeal the ban that was on play performances, and which had been imposed in 1642. _____

4. The new theater had real actresses, which meant that the boys and men who had once acted the roles of females, no longer did that. _____

5. Female actors, for the first time ever, were allowed to act in the comedies, which were witty and urbane and were written by playwrights called Restoration dramatists. _____

WORKSHEET 1

Combining Sentences by Inserting Words and Phrases

EXERCISE Using various kinds of words and phrases (prepositional, verbal, and appositive), combine each of the following word groups into one clear, meaningful sentence. Do not include any subordinate clauses. Changes in wording and in the order of ideas are permitted, provided they do not affect the intended meaning. Write the revised sentences on the lines provided, adding punctuation and capitalization as necessary. Suggestions for beginning the sentences for the first five groups of ideas are shown in brackets.

EXAMPLE 1. (the driver ahead of me signaled for a right turn) (he nearly caused an accident) (he turned left) [*Begin with "Signaling for a right turn."*]
Signaling for a right turn, the driver ahead of me turned left, nearly
causing an accident.

1. (Carla grew up in Greenport, New York) (Greenport is a seaport on Long Island) (Carla learned about boats and the sea) [*Begin with "Growing up in Greenport, New York."*]

2. (hundreds of doctors help patients) (they work at Hillside Hospital in New Hyde Park, New York) (the patients are suffering from crippling fears) [*Begin with "Working at Hillside Hospital in New Hyde Park, New York."*]

3. (two Russians scaled the summit of Mount McKinley on January 16, 1998) (they were the first to complete a January ascent) (Mount McKinley is the tallest mountain in North America) [*Begin with "The first to complete a January ascent."*]

4. (the climbers were resting in camp before approaching the peak) (they were caught in a storm) (the storm was very sudden) [*Begin with "Resting in camp."*]

Continued ➞

5. (Rafael cleared the high-jump bar with ease) (he set a new meet record) (he is captain of the track team) [*Begin with "Clearing the high-jump bar."*] _____

6. (Antonia won the chess match) (she had planned her strategy very carefully) (she won in ten bold moves) _____

7. (the friends set out before dawn) (they were going on a fishing trip) (they hoped to start fishing at daylight) _____

8. (students are organizing a discussion) (they will discuss a longer school day) (this longer day is proposed by the board of education) _____

9. (snow fell all night) (it was blown by strong winds) (it formed impassable drifts) _____

10. (the dance was held in February) (it was a costume party) (it attracted a large crowd) (the crowd was composed mostly of seniors) _____

WORKSHEET 2

Using Appositives and Participial Phrases to
Combine Sentences

EXERCISE A On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence by forming an appositive from the second sentence in each pair.

EXAMPLE 1. Igor Sikorsky built the first successful helicopter.

Igor Sikorsky was a Russian immigrant to the United States.

*Igor Sikorsky, a Russian immigrant to the United States, built the first
successful helicopter.*

1. A thesaurus is a great help to many writers.

A thesaurus is a book of synonyms and antonyms. _____

2. A dictionary entry frequently contains an etymology.

An etymology is the history of a word. _____

3. Patsy Mink was the first woman of Asian ancestry elected to Congress.

Patsy Mink is a successful lawyer. _____

4. The First Amendment guarantees religious freedom.

The First Amendment is a part of the Bill of Rights. _____

5. The Boston Tea Party was an event leading to the American Revolution.

The Boston Tea Party was a protest in which thousands of dollars' worth of British tea
was destroyed. _____

Continued 

EXERCISE B On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence by forming a participial phrase from the first sentence in each pair.

EXAMPLE 1. Phillis Wheatley was kidnapped from her home in Africa in 1761.

Phillis Wheatley was taken to Boston, where she was sold into slavery.

*Kidnapped from her home in Africa in 1761, Phillis Wheatley was taken to
Boston, where she was sold into slavery.*

1. Phillis Wheatley was raised as a slave by a prosperous colonial family.

Phillis Wheatley began to write poetry at a very young age. _____

2. She visited England in 1772 with a member of the family.

She made a valuable friend, the Countess of Huntingdon. _____

3. The countess sponsored the publication of a book by Wheatley.

The book was called *Poems on Various Subjects, Religious and Moral*. _____

4. She returned home to America in 1773.

She began writing poems in support of the American Revolution. _____

5. One poem was addressed to George Washington.

It honored America's cause in the fight. _____

WORKSHEET 3

Using Adjectives, Adverbs, and Prepositional
Phrases to Combine Sentences

EXERCISE On the lines provided, combine each of the following sets of sentences into one correctly punctuated sentence by using adjectives, adverbs, and prepositional phrases and by omitting unnecessary words.

EXAMPLE 1. Divers search for treasure. The divers are brave. The treasure is on the ocean floor.

Brave divers search for treasure on the ocean floor.

1. Sharks are among the swiftest fish known. Sharks have lived in the ocean. Sharks have lived there for more than 300 million years. Sharks are among the fiercest fish. _____

2. Greenland sharks are so slow that they are easily caught. They are caught in the ocean at a depth of 180 to 550 meters. They are caught by dropping bait beneath the ice. _____

3. Mako sharks swim close to the surface and can make spectacular leaps. Mako sharks are slender. Mako sharks are fast. Mako sharks are graceful. They can jump out of the water. _____

4. Some great white sharks prowl where people swim. This prowling is extremely dangerous to humans. They come to prowl close to shore. _____

5. Some public beaches in Australia are protected from sharks. Gill nets are suspended offshore at these beaches. The nets are suspended between buoys. _____

WORKSHEET 4

Combining Sentences by Coordinating Ideas

EXERCISE On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence by using an appropriate correlative or coordinating conjunction. You will need to delete words and make other changes.

EXAMPLE 1. Snorkeling is not difficult. You must be a good swimmer. Snorkeling is
not difficult, but you must be a good swimmer.

1. A face mask is useful for snorkeling. Swim fins are useful for snorkeling. _____

2. You should explore unknown waters only with experienced divers. You should avoid these waters. _____

3. Scuba divers must undergo hours of instruction. They must be in excellent physical condition. _____

4. Snorkeling offers underwater adventure. Scuba diving offers underwater adventure. _____

5. Laura may go on safari in East Africa. On the other hand, Wendy may go on safari in East Africa. _____

6. The prosecution has no evidence to prove its case. The prosecution has no witnesses to prove its case. _____

7. The car could not stop in time to avoid the armadillo. The car could not turn in time. _____

8. The rain began to fall. The hikers continued their trek up Aconcagua, the highest peak in the Western Hemisphere. _____

9. School was dismissed early. No one in our class wanted to leave during the storm. _____

10. The archaeologists at the dig in the Syrian Desert knew what to do. The archaeologists considered how to proceed. _____

WORKSHEET 5**Using Adjective Clauses to Combine Sentences**

EXERCISE On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence by forming an adjective clause from the second sentence in each pair.

EXAMPLE 1. A supernova is an explosion. This explosion marks the death of a star.

A supernova is an explosion that marks the death of a star.

1. On the walls of a cave, American Indian artists drew pictures of an explosion. They apparently had witnessed a supernova. _____

2. Eleventh-century Chinese astronomers carefully recorded its appearance. They must have seen the same supernova. _____

3. A neutron star is extremely small. It may be made almost entirely of atomic particles called neutrons. _____

4. A neutron star is very dense. A neutron star measures only twelve miles in diameter. _____

5. A pulsar appears to be a neutron star. This star spins several times per second. _____

6. Pulsars emit beams of radio waves. Pulsars were first discovered in 1967. _____

7. Astronomers use radio telescopes. These instruments have led to the discovery of more than three hundred pulsars. _____

8. A dying star may become a black hole. Powerful gravity in a black hole traps both matter and light. _____

9. The center of a black hole is called a singularity. A singularity is a point with no volume and infinite density. _____

10. Stephen Hawking is a British astrophysicist. He speculates that there can be mini-black holes. _____

WORKSHEET 6

Using Adverb Clauses to Combine Sentences

EXERCISE On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence by forming an adverb clause from one of the sentences in each pair.

EXAMPLE 1. We continued the tutoring service. The funding ran out. _____

We continued the tutoring service until the funding ran out.

1. Begin your first song. I have given you the signal. _____

2. You hold the camera with both hands. Your photograph will not be blurry. _____

3. Our float could win the contest. We all cooperate. _____

4. Cindy continued swimming. The buzzer had sounded. _____

5. Rob had adjusted the stage lights. The front of the stage was much brighter than the rear. _____

6. Maria was a last-minute replacement in the play. She had to learn her lines rapidly. _____

7. Louis had experience repairing automobiles. We asked him for help with our car. _____

8. Ralph Bunche worked successfully as a mediator for the United Nations. Ralph Bunche won the admiration of many people. _____

9. Erica trimmed the edge of the lawn. Joanne collected the grass clippings. _____

10. Macbeth was talking to his guests at the banquet. The ghost of Banquo entered the room and sat in the chair reserved for Macbeth. _____

WORKSHEET 7**Using Noun Clauses to Combine Sentences**

EXERCISE On the lines provided, combine each of the following pairs of sentences into one correctly punctuated sentence. Change the sentence that is followed by the word in parentheses into a noun clause, and make other necessary changes. Use the word in parentheses to introduce the noun clause.

EXAMPLE 1. We asked our supervisor. We must do the task. (*why*) _____

We asked our supervisor why we must do the task.

1. Our teacher told us. Chief Joseph's Nez Perce name was In-mut-too-yah-lat-lat. (*that*) _____

2. Rosemary Catacalos lived there as a child. (*where*) The photograph shows it. _____

3. The judge had suspended the sentence. (*why*) His reason was not immediately clear. _____

4. The teacher told us. We should mark the important points in our workbooks for the test. (*that*) _____

5. The burglar had broken into the house. (*how*) The method was obvious to the detective. _____

6. Morgan Freeman should be nominated for best actor. (*that*) Many movie critics agree. _____

7. Someone is home. (*whoever*) This person may sign for the package. _____

8. He predicted confidently. All our supplies would arrive. (*when*) _____

9. The author wrote to us. (*what*) The message was friendly and reassuring. _____

10. Anyone may want to audition for our production of Charles Fuller's *A Soldier's Play*. (*whoever*)
That person should report to the auditorium at 4:30. _____

WORKSHEET 8 Test

EXERCISE A On the lines provided, combine each of the following groups of sentences into one correctly punctuated sentence. You will need to add and delete words and make other changes.

EXAMPLE 1. Outward Bound, Inc., is an international organization.

It is a nonprofit organization.

It has schools and centers in more than twenty-six countries.

It has been in operation for over fifty years.

It offers wilderness adventure courses.

*Outward Bound, Inc., an international, nonprofit organization with schools
and centers in twenty-six countries, has offered wilderness adventure
courses for over fifty years.*

1. Men and women enroll in Outward Bound schools.

There are several thousand men and women.

Each year, men and women enroll.

There are five schools in the United States.

2. The men and women enroll for courses.

The courses stress physical activities.

The activities are rugged.

The activities include white-water canoeing.

The activities include rock climbing.

Continued ➞

3. Students endure exercise regimens.

Students must be in good physical condition.

The regimens are grueling.

The regimens test the body's stamina.

4. One Outward Bound course takes place in Florida.

It takes place in winter.

The participant canoes through the Everglades.

The participant canoes for eight days.

The participant learns how to navigate with a map.

5. Outward Bound offers a mountain backpacking tour.

The tour is in the summer.

On the tour backpackers explore mesas and canyons.

They travel through the southern Rocky Mountains.

This part of the Rockies is in New Mexico.

Continued ➞

EXERCISE B On the lines provided, revise each of the following paragraphs by combining the choppy sentences. Punctuate the revised paragraph correctly.

EXAMPLE 1. A tornado is a violent storm. It is a revolving column of wind and cloud. The column is called a funnel. The wind in the funnel can reach a speed of 480 kilometers per hour or more. It can lift cars into the air. It can uproot trees. A tornado's path can be several hundred meters wide. It can travel as far as 26 kilometers. Tornadoes occur mostly in the United States. They often occur in the plains west of the Mississippi River. One tornado hit the Midwest. It was in 1925. The tornado killed 689 people.

A tornado is a violent storm, a revolving column of wind and cloud called a funnel. The wind in the funnel, which can reach a speed of 480 kilometers per hour or more, can lift cars into the air and uproot trees. A tornado can travel as far as 26 kilometers in a path several hundred meters wide. Tornadoes occur mostly in the United States, in the plains west of the Mississippi River. One tornado that hit the Midwest in 1925 killed 689 people.

1. A hurricane is a circle of winds. The winds travel at a high speed. The speed is sometimes 119 kilometers per hour or more. A hurricane can measure up to 800 kilometers in diameter. A hurricane sweeps overland. It kills people in its path. It destroys property in its path. One such storm struck Bangladesh. It struck in 1970. Bangladesh is a country in southern Asia. The storm caused tremendous destruction. The storm killed about 300,000 people.

2. Earthquakes are hard to predict and potentially destructive. They pose a constant threat to many communities around the world. Some earthquakes do little more than rattle teacups. Some release powerful shock waves. These shock waves travel through the ground for long distances. The shock waves bring sudden disaster for many. In one violent earthquake, the land rose 25 meters in some places. It was the Alaska earthquake of 1964. This earthquake also sent huge tidal waves to distant shores. The waves flooded communities. The communities were near the ocean.

Continued ➞

EXERCISE C Combine each of the following groups of ideas into one clear, meaningful sentence. Changes in wording and in the order of ideas are permitted, provided they do not affect the intended meaning. Write the sentence on the lines provided, adding punctuation and capitalization as necessary.

EXAMPLE 1. (the Swedish writer Selma Lagerlöf won the Nobel Prize in literature)
(she won the award in 1909) (she was the first woman to win the award)

The Swedish writer Selma Lagerlöf, who won the Nobel Prize in literature in 1909, was the first woman to win the award.

1. (Lillian decided to become a doctor) (she was sixteen) (she was working in Dr. De Soto's office)

2. (the Danish author Isak Dinesen lived in Africa)(she lived there for seventeen years) (she managed a coffee plantation) _____

3. (in summer the school libraries are closed) (the public library is very busy) (high school students are getting their required summer reading done) _____

4. (the *Andrea Doria* collided with the *Stockholm* in the Atlantic Ocean on July 25, 1956) (the *Andrea Doria* was an Italian ship) (the ship *Andrea Doria* sank) (fifty-one passengers and crew died) _____

5. (Michael Jordan is a basketball player) (he scored 69 points in a single basketball game in 1990) (the game took place in Cleveland) _____

Continued ➞

6. (most movies are made by large studios) (some movies are made by independent producers)
(these movies are sometimes big hits) _____

7. (Dorothy Day was a cofounder of *The Catholic Worker*) (the monthly newspaper was started
during the Great Depression) (it exposed the poverty and the exploitation of working people)

8. (moussaka is a Greek dish) (it consists of eggplant, cheese, and ground meat) (it is delicious)

9. (Nadine Gordimer was born in Springs, South Africa) (it is a small town near Johannesburg)
(she was the recipient of the Nobel Prize in literature in 1991) _____

10. (Lisa graduated from college) (then she got a job as an editorial assistant) (the position
required a college degree and computer skills) (Lisa was interested in publishing)

WORKSHEET 1

Capitalizing First Words of Sentences, Salutations, Proper Nouns, and Proper Adjectives

EXERCISE A Proofread the following items for errors in capitalization. Draw three lines below each letter that should be a capital letter. For any item that is already correct, write *C* on the line provided.

EXAMPLE _____ 1. the continent of south america

- _____ 1. the yamuna river
- _____ 2. dorothea dix
- _____ 3. Sonic radios
- _____ 4. east of new york
- _____ 5. rebecca lobo, olympic gold medalist
- _____ 6. gulf of sidra
- _____ 7. asian americans
- _____ 8. the strait of magellan
- _____ 9. a shakespearean tragedy
- _____ 10. dear Sir or Madam:
- _____ 11. the ozark mountains
- _____ 12. women's rights national historical park
- _____ 13. novels by mexican americans
- _____ 14. mackinac island
- _____ 15. indian ocean
- _____ 16. thirty-first street
- _____ 17. montauk state park
- _____ 18. the yoruba people of nigeria
- _____ 19. industries in the south
- _____ 20. a young african nation
- _____ 21. the north side of main street
- _____ 22. southern exposure
- _____ 23. the republic of indonesia
- _____ 24. in Egyptian mythology
- _____ 25. beardsly shaving cream

Continued ➞

EXERCISE B Proofread the following sentences for errors in capitalization. Draw three lines under each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter.

EXAMPLE 1. diplomats from the countries of the middle east met with leaders from the united states and from many of the european ~~N~~ations.

1. Some of the last regions of the World to be explored by Europeans were the landmasses near the south pole, the floating ice fields near the north pole, parts of australia, some Islands in the pacific, the Himalaya mountains, and remote parts of the amazon river in south america.
2. Because she did not know much about their Family Tree, juana obtained information from her cousin alejandro, who knew about all the branches, including the one in mexico, the one in spain, and the one in the american southwest.
3. the fertile willamette valley in oregon is bounded on the North by the columbia river, on the East by the cascade Range, and on the West by the coast range.
4. The Historian discussed the accomplishments of famous american indians, including those of ten bears, a Leader of the comanche; crazy horse, a sioux chief; and tatanka iyotake, also known as sitting bull.
5. below wilmington, the delaware river broadens into delaware bay and, rounding cape may, new jersey, enters the atlantic ocean.
6. Raul called 911 and said, "my name is raul jimenez, and there's been an accident at the corner of thirty-Fourth street and third avenue."
7. in london, england, a united states ambassador conferred with british Officers about the american military bases in europe.
8. to reach boone lake in mountainside park, where the seniors will hold their Annual Picnic, take the mohawk highway west for five miles, then turn north onto the road to bald mountain.
9. the university Representative said, "an appealing aspect of our campus in ithaca, new york, is its beautiful location South of cayuga lake, one of the famous finger lakes, in the Central Part of the State."
10. Dear Mom and Dad,

we traveled East on trail ridge road into Rocky Mountain national park, which is open to tourists.

WORKSHEET 2

Capitalizing Salutations, Other Proper Nouns,
School Subjects, and Titles

EXERCISE A Proofread the following items for errors in capitalization. Draw three lines below each letter that should be a capital letter. For any item that is already correct, write *C* on the line provided.

EXAMPLE _____ 1. hispanic heritage month

- _____ 1. travis high school
- _____ 2. a travel club
- _____ 3. montezuma castle
- _____ 4. the meadowbrook inn
- _____ 5. dear Anne,
- _____ 6. the franklin theater
- _____ 7. the university of hawaii
- _____ 8. congressional medal of honor
- _____ 9. chemistry II and other science courses
- _____ 10. memorial day
- _____ 11. nigerian broadcasting corporation
- _____ 12. san diego padres
- _____ 13. the battle of gettysburg
- _____ 14. national aeronautics and space administration
- _____ 15. elizabethan period
- _____ 16. vietnam veterans memorial
- _____ 17. the roosevelt hotel
- _____ 18. *niña, pinta, and santa maria*
- _____ 19. between Earth and Saturn
- _____ 20. the american bill of rights
- _____ 21. st. joseph's cathedral
- _____ 22. Sincerely yours,
- _____ 23. pulitzer prize
- _____ 24. the prudential insurance company
- _____ 25. the united nations security council

Continued ➞

EXERCISE B Proofread the following sentences for errors in capitalization. Draw three lines below each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter.

EXAMPLE 1. In 1982, the baseball writers' association of america voted to induct Hank Aaron into the national baseball hall of fame.

1. Carlotta told us, "representatives from the bank of New York, general foods, and american telephone And telegraph will be interviewing june graduates at essex hall, 12 anderson drive, on wednesday Afternoon."
2. The gulf stream, which flows much like a river through the atlantic ocean, moves Northeastward from the caribbean sea to a point off the Eastern coast of Newfoundland in the north atlantic.
3. The leader of the canoe trip on the pecos river advised the sierra club Members to wear long-sleeved shirts and to bring stayaway insect repellent and any brand of Sunscreen.
4. Some students from john f. kennedy high school in richmond toured the "primary elements" Exhibit at the richmond Art Center.
5. In 1961, roger maris of the American league team the New York yankees became the first man to hit sixty-one home runs in one Season.
6. the meteorologist remarked, "heavy rains are needed this Spring to enable our reservoirs to meet the demands of the hot weeks next Summer and Fall."
7. In conclusion, I have learned much about english grammar in my latin Class, about American History in my American literature II course, and about southeast asian History in my French III class. Thank you for all your help.
sincerely yours,
Gretchen Bender
8. professor Gossett began her lecture by saying, "in english History the reformation, which was a european movement to bring about religious reforms, should not be confused with the restoration, which was the re-establishment of the Monarchy in england."
9. In 1986 the nigerian writer wole soyinka received the nobel prize for his outstanding achievements in Literature.
10. Advanced Art students are permitted to leave the School building to do sketching in fairgrove park, just across Monmouth boulevard from the High School, and in Riverside park, which is on the east bank of grand river.

WORKSHEET 3

Capitalizing Other Proper Nouns, Titles, and Religious Terms

EXERCISE A Proofread the following sentences for errors in capitalization. Draw three lines below each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter.

EXAMPLE 1. Although christians and jews worship differently, ~~f~~aith in god is characteristic of both religions.

1. In her description of the customs of american indians, the Anthropologist included photographs of kachina dolls, Sand paintings, and traditional Ceremonies.
2. We think of Euclid Avenue as an avenue of faith because we find within three blocks a roman catholic church; an episcopal chapel; methodist, presbyterian, and baptist churches; and a jewish synagogue.
3. In last Sunday's edition of *the new york times*, an article about Edna St. Vincent Millay, titled "so young, so good, so popular," included excerpts from three of her poems: "the fitting," "sonnets from an ungrafted tree," and "new england spring, 1942."
4. Robert Louis Stevenson based his novel *the strange case of dr. jekyll and mr. hyde* in part on the double life of an Edinburgh man named William Brodie, who was a cabinetmaker and City Official by day and a robber by night.
5. In James Joyce's novel *a portrait of the artist as a young man*, one famous scene is a christmas dinner that is almost wrecked by a quarrel over Politics and Religion.
6. Nina Otero's short story "asking for the bride," which appears in *old spain in our southwest*, provides insight into the lives of mexican americans.
7. In 1987, Rita Dove, who later became a United States poet laureate, was awarded the pulitzer prize in literature for her collection of poetry *thomas and beulah*.
8. The Persian author Rumi's poem "unmarked boxes" expresses his Belief that all things are essentially one in god.
9. Several versions of the ancient story about Noah and the flood are combined into one long narrative in the First Book of the bible, genesis.
10. The author Zhang Jie's short stories and novels have caused controversy in the people's republic of china, her native country.

Continued 

EXERCISE B Proofread the following sentences for errors in capitalization. Draw three lines below each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter.

EXAMPLE 1. the secretary-general of the united nations will hold a press
conference after he returns from baghdad, iraq.

1. during the summer after her graduation from College, lena studied writing at a university in the midwest, where she was encouraged by a professor of english to pursue a career in writing.
2. in 1910, glenn h. curtiss, an american pioneer in Aviation, won a ten-thousand-dollar prize offered by the *new york world* for the first successful flight from albany to new york city.
3. York Minster, the massive Cathedral built in the middle ages in the english city of York near the border of scotland, contains more Medieval glass in its windows than any other Cathedral in europe.
4. The mailing address of the publisher of the popular magazines *people*, *time*, and *sports illustrated* is Time, inc., Time and Life building, rockefeller center, 1271 Avenue Of the americas, New York, NY 10020.
5. Splendid reproductions of Millet's painting *the angelus* and montagna's *madonna with Child and Saints sebastian and rocco* may be found in some museum Gift Shops.
6. Mari Evans's "if there be sorrow" and Pat Mora's "graduation morning" are two of my favorite Poems.
7. the president of the united states called the secretary of commerce and the secretary of labor into his white house office to listen to the views of United States federal reserve chairman alan greenspan.
8. Mr. Sanchez said, "today we are going to continue our discussion of the United States space program by examining the flights of the space shuttles *columbia*, *challenger*, *discovery*, *atlantis*, and *endeavour*."
9. the former Senator commented, "the work of a Senator is more interesting and less strenuous than that of a Governor."
10. on saturday, july 9, seventy-three people attended the opening night performance of william shakespeare's *a midsummer night's dream* at the midway theater on the university of chicago campus.

WORKSHEET 4 Test

EXERCISE A In the following letter, correct all errors in capitalization. Draw three lines under each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter.

EXAMPLE If you look at the ~~s~~tar charts in my copy of Donald h. Menzel's book A
field guide to the Stars ~~A~~nd Planets, you will be able to find the star vega
in the ~~C~~onstellation Lyra.

dear Meg,

how are you? In case you haven't heard, I'm at an Astronomy camp in the West part of Texas this summer. I am learning how to use a telescope, identify constellations, and find such features in the sky as Galaxies, nebulae, and star clusters. I can already identify the constellations Cassiopeia, the northern cross, and the Big dipper. During the day, when there are no stars to be seen, I have been reading the books *Cosmos* by carl Sagan and *Coming of age in The Milky Way* by Timothy ferris, and articles such as "Fleeting expectations: The tale of an Asteroid" from the magazine *Sky And Telescope*. one night when it was cloudy we saw the film *2001: A space odyssey*. Tomorrow we are taking a field trip to see the McDonald observatory, which is maintained by the university of Texas. Anyway, write and tell me how your Summer is going.

sincerely yours,

Vera

EXERCISE B On the line provided, write the letter *A* or *B* to indicate which column contains the correctly capitalized expression.

EXAMPLE B **A** 1. Sarah Winnemucca,
a Paiute Writer

B Sarah Winnemucca,
a Paiute writer

A
_____ 1. on Forty-fourth Street
_____ 2. Wilma Mankiller, the Cherokee chief
_____ 3. a mayor's responsibilities
_____ 4. Ann Richards, the former Governor
_____ 5. your Aunt

B
_____ on Forty-Fourth Street
_____ Wilma Mankiller, the Cherokee Chief
_____ a Mayor's responsibilities
_____ Ann Richards, the former governor
_____ your aunt

Continued ➞

A

- _____ 6. a tour of the West
- _____ 7. a navajo village
- _____ 8. our local high school
- _____ 9. the Edens expressway
- _____ 10. Fine Shine furniture polish
- _____ 11. the Oprah Winfrey Fan
- _____ 12. Cook County Bank and Trust
- _____ 13. Laptop Computer
- _____ 14. the Battle of Leyte Gulf
- _____ 15. St. Valentine's day
- _____ 16. the French Revolution
- _____ 17. Montrose County Fair
- _____ 18. *Dust Tracks on a Road*
- _____ 19. my Algebra assignment
- _____ 20. spring sports
- _____ 21. asking for god's blessing
- _____ 22. the Greek God Zeus
- _____ 23. in english class
- _____ 24. Tina Morales, the director
- _____ 25. *The Return of the Native*

B

- a tour of the west
- a Navajo village
- our local High School
- the Edens Expressway
- Fine Shine Furniture Polish
- the Oprah Winfrey fan
- Cook county bank and trust
- laptop computer
- the battle of Leyte Gulf
- St. Valentine's Day
- the French revolution
- Montrose county fair
- Dust Tracks On A Road*
- my algebra assignment
- Spring sports
- asking for God's blessing
- the Greek god Zeus
- in English class
- Tina Morales, the Director
- The Return of The Native*

EXERCISE C Proofread the following items for errors in capitalization. Draw three lines under each letter that should be a capital letter, and draw a diagonal line through each incorrect capital letter. If an item is already correct, write *C* on the line provided.

EXAMPLE _____ 1. the ~~R~~eign of queen Elizabeth II

- _____ 1. an article in *national geographic* magazine
- _____ 2. the first Human to step on the Moon, Neil armstrong
- _____ 3. the head of the Roman Catholic Church, Pope John Paul II
- _____ 4. Ophelia, a Character in Shakespeare's play *hamlet*
- _____ 5. English literature IV taught by professor howard wilson

WORKSHEET 1**Using End Marks; Using Commas for Series****EXERCISE A** Punctuate the following sentences with appropriate end marks.**EXAMPLE 1.** Let's meet at the library around four.

1. Nabil, please relay this message to Ms. Sims
2. Shop around for a better deal on CD players
3. I wonder about the durability of plastic versus metal for certain car parts
4. Whoops I forgot my keys again
5. Are you sure you want to study the breeding habits of the three-toed sloth

EXERCISE B For each of the following sentences, insert periods as needed for abbreviations and provide appropriate end marks.**EXAMPLE 1.** The letter is dated Jan. 10.

1. Marla Branson is one of the superintendents for Bailey Elliott Constr Co
2. I prefer to meet at 11:00 A M instead of 1:30 P M
3. Dr M P Richards will be our guest speaker
4. The company address is P O Box 47, Mt Kisco, N Y
5. Roman legions withdrew from Britain in A D 409

EXERCISE C For each of the following sentences, insert periods as needed for abbreviations and provide appropriate end marks.**EXAMPLE 1.** The Middle Ages in England lasted from A.D. 1066 to 1485.

1. Do you address her as Ms or Dr
2. Send this to P O Box 142, Austin, TX 78746
3. Ms Mayer, give your cat one of these pills twice a day
4. Was the Roman poet Virgil born in 70 B C or A D 70
5. A E Housman was born in 1859
6. Quick Hand me my walking stick, Miss Eyre
7. I always wonder whether noon is 12:00 A M or 12:00 P M
8. Is the street that you live on called Elm St or Elm Dr
9. Oh, how I love warm oatmeal
10. Call Nerds & Co for help with your software installation

Continued ➞

EXERCISE D Insert end marks and commas wherever they are required in the following groups of words.

EXAMPLE 1. Mount Vesuvius in Italy, Mount Fuji in Japan, Mount Rainier in the United States, and the twin mountains Ixtacihuatl and Popocatepetl in Mexico were all formed from the rock and lava of volcanic eruptions.

1. Who was Simón Bolívar In the 1820s, Bolívar was the most powerful leader in South America Bolívar's soldiers liberated Colombia Ecuador Peru Panama and Venezuela from Spanish rule At the time of its independence, Upper Peru was renamed Bolivia after Simón Bolívar
2. In 1799, Napoleon's troops discovered a slab of black basalt near Rosetta, Egypt It bore inscriptions in three languages: Egyptian hieroglyphics and demotic and Greek Several years later, a sixteen-year-old French boy named Jean-François Champollion had already learned six ancient languages By the time Champollion was nineteen, he was a professor of history in Egyptology He deciphered the hieroglyphics on the Rosetta stone, thus opening up all remaining ancient Egyptian writing to the modern world What a discovery that was
3. Almost everyone has heard of Joan of Arc, but do you know what she did The young farmer's daughter led the army of King Charles VII of France to victory against the English army at Orléans In 1430 she was captured tried for heresy and sorcery and found guilty Joan was burned at the stake in 1431 and canonized in 1920
4. According to Greek mythology, the ten-year-long Trojan War began when Paris, a prince of Troy, kidnapped Helen, the beautiful wife of a Greek king The Greeks finally triumphed when they tricked the Trojans into taking into Troy a huge, hollow wooden horse The horse was filled with armed Greek warriors When night fell, the Greeks climbed out of the horse and sacked the city What a shock the Trojans suffered Their mighty city had been captured
5. The phoenix is a bird found in Greek and Egyptian myths Some recorders of Greek myths describe the bird as beautiful male and long-lived Only one bird exists at a time At the end of its five-hundred-year life cycle, the brilliantly hued bird sets itself afire Do you know what happens next A new phoenix rises from the ashes of that funeral pyre and carries the ashes of his predecessor to the altar of the sun god Because of its long life and its rebirth from the ashes, the phoenix symbolizes immortality

WORKSHEET 2**Using Commas and End Marks****EXERCISE A** Insert commas wherever they are required in the following sentences.

EXAMPLE 1. Myung-Wha Chung, a talented cellist, will be the soloist at our spring concert, which, I believe, will be held on Saturday, April 8.

1. When Ms. Conway the former treasurer of State Paper Company was appointed assistant to the president, she became a member of the board of directors.
2. *Gould's Millions* a biography of Jay Gould is in my opinion a lively history of one of the robber barons who amassed fortunes at the expense of others.
3. Trenell's aunt Lisa was born in San Antonio Texas on July 20 1969 the day Neil Armstrong became the first person to walk on the moon.
4. On the other hand some writers make their books too romantic which Leo Tolstoy's realistic novels for instance seldom are.
5. Dr. Mae C. Jemison the first African American female astronaut was a member of the crew aboard the space shuttle *Endeavour* which was launched on September 12 1992.
6. Address your inquiries listeners to P.O. Box 34 Chicago Illinois 60606; or write to us your favorite radio station for information about this free offer.
7. Her youngest daughter Helen became a successful actress one who as I recall played several leading roles on Broadway.
8. A letter addressed to me at the Mutual Building 41 Evins Avenue Cleveland OH 44104 will receive prompt attention.
9. The poet T. S. Eliot was born in St. Louis Missouri in 1888, but because he became a British subject, he is often considered a British writer.
10. Sloppy thinking by the way almost always results in sloppy writing; sloppy writing on the other hand is not necessarily indicative of sloppy thinking.
11. A native of El Paso Texas Sandra Day O'Connor became the first female justice on the Supreme Court of the United States.
12. *Blue Highways: A Journey into America* written by William Least Heat-Moon is a journal of Heat-Moon's travels around the United States to small towns on back roads.
13. In the quiet peaceful reading room of the college library Kendall worked and reworked the calculus problems.
14. Franklin D. Roosevelt implemented the New Deal a program designed to counter the Great Depression.
15. If our vacation time is long enough could we take a day to collect seashells on Sanibel Island which is near Fort Myers Florida?
16. Did you know that W.E.B. Du Bois who founded the National Association for the Advancement of Colored People was the first African American to receive a Ph.D. from Harvard University?
17. Adolf Hitler was named chancellor of Germany in 1933, but he soon became a dictator implementing laws that discriminated against Jews.

Continued ➞

18. Born of Swedish parents in Galesburg Illinois Carl Sandburg became a nationally known poet at the age of thirty-six when *Poetry* magazine published "Chicago."
19. Native American poet Joy Harjo is a contemporary woman of many talents which include writing screenplays teaching writing and literature courses editing poetry journals playing the saxophone and painting.
20. Santo Domingo a busy port city and the capital of the Dominican Republic was the first city founded by Europeans in the Western Hemisphere.

EXERCISE B Insert end marks and commas wherever they are required in the following groups of words.

EXAMPLE 1. On Career Day, October 2, Ms. Mancuso, one of the guidance counselors at our high school, introduced the student body to representatives from universities, colleges, business schools, and U.S. military academies.

1. Do you want to go to college If so, you have many kinds of colleges to consider: private colleges community colleges junior colleges four-year colleges and large universities
2. For many high school graduates however military service trade school or work experience seems more attractive than college
3. How can you best prepare for college entrance examinations Some students find it helpful to study vocabulary intensively review mathematics and study sample tests from previous years
4. The prestige of a college is sometimes irrelevant because contrary to what some students think it is no guarantee of status a large income or a place in *Who's Who*
5. Is prestige usually transferred from the college to the student, or is it on the contrary transferred from the graduate to the college All famous successful alumni I believe enhance the reputations of their colleges
6. My friend Dr. Ekhardt the dean of admissions at my college believes you should choose the college that is right for you in terms of your goals abilities interests needs and personality
7. If you are interested in mathematics science or languages, you should of course investigate a college's strength in those subjects
8. My twin sister Salma wants to go to Oberlin College in Oberlin Ohio to major in music, while her friend Gail has chosen a state college for her work in special education
9. Prospective college students are advised to learn to study effectively to build an extensive vocabulary to read widely and to write prolifically
10. Oh, no Here come the College Boards The examination usually required of college candidates is the SAT I: Reasoning Test Some colleges also require for admission or placement the SAT II: Subject Tests in one or more subjects

WORKSHEET 3

Using Commas and End Marks

EXERCISE A Some of the italicized clauses and phrases in the following sentences are non-essential; others are essential. On the lines provided, write *N* if the clauses or phrases are nonessential and *E* if they are essential. Then, insert commas to set off the nonessential clauses and phrases.

EXAMPLE *N* 1. By 1722 the Iroquois League, *formed in the late fifteenth or early sixteenth century*, comprised six American Indian nations: Seneca, Cayuga, Onondaga, Oneida, Mohawk, and Tuscarora.

- _____ 1. Two composers *that I like* are George Gershwin and Scott Joplin.
- _____ 2. Students *who make the honor roll* receive special privileges.
- _____ 3. I called on Mayor Young *who knows all about city affairs*.
- _____ 4. Anyone *who has not registered by October 1* will not be eligible to vote in the November election.
- _____ 5. The fourth year of English *which is required in this state* varies widely in content from school to school.
- _____ 6. In 1898, Charlotte Perkins Gilman *concerned with achieving full equality for women in an industrial society* published the book Women and Economics.
- _____ 7. The paintings by Georgia O'Keeffe *who is my favorite artist* are quite beautiful.
- _____ 8. Send all tests *that have not been graded* to the head of the department.
- _____ 9. The European Common Market *which is a cooperative enterprise of several nations* was formed to stimulate economic growth in Europe.
- _____ 10. Irma's determination *which some people consider stubbornness* makes her a strong competitor.
- _____ 11. Sidney Poitier *who in 1964 won an Oscar for his role in the film The Lilies of the Field* plays a reporter in The Bedford Incident.
- _____ 12. This book *written by an experienced airline pilot* tells of the hazards of flying before commercial aviation was feasible.
- _____ 13. Charlayne Hunter-Gault's book In My Place will fascinate anyone *who reads it*.
- _____ 14. My mother *desiring to return to work* enrolled in two courses in computer technology.
- _____ 15. Anyone *wishing to join the Explorers Club* should attend tonight's meeting.
- _____ 16. The mechanic *acting on a bunch* inspected our tires and found a leak in one of them.
- _____ 17. The Geneva meeting *which began on July 5* has been in session for nearly two months.
- _____ 18. Students *who are chronically late* will stay after school to make up the work they have missed.

Continued ➞

- _____ 19. The president's cabinet *which consists of appointed members* both informs and advises the president.
- _____ 20. The short story *that Thelma submitted to the literary magazine* has been accepted for publication.
- _____ 21. Beth *desiring a teaching career* enrolled in the state teacher's college.
- _____ 22. Window washers *who work on tall buildings* cannot fear heights.
- _____ 23. Marie's raise *which she had eagerly awaited* was substantial.
- _____ 24. The clock *that I inherited from my grandmother* must be wound weekly.
- _____ 25. Van *determined to perfect a half gainer* climbed the diving board again.

EXERCISE B Insert end marks and commas wherever they are required in the following sentences.

EXAMPLE 1. Dr. Hayek is a meteorologist who likes to tell her television audience not only about the weather on Earth but also about the atmospheric phenomena on Mars, Jupiter, and any of the other planets in our solar system.

1. A meteorologist is a highly trained hard-working scientist a specialist who can tell you many things besides tomorrow's weather
2. Do you want to know what the weather on the planet Jupiter is like Ask a meteorologist
3. Are you planning a trip to Mars A meteorologist I am afraid will have discouraging information for you
4. Meteorologists who are constantly studying air temperatures barometric pressures wind movements and warm and cold fronts of Earth's atmosphere become curious naturally about the atmospheres of other planets
5. In this pleasant work moreover they will not be maligned by picnickers and farmers people who usually rely on weather forecasts
6. The television-viewing public which is notoriously fickle frequently changes its opinion of meteorologists praising them when their forecasts prove correct and maligning their efforts when their forecasts prove incorrect
7. Viewers however seldom challenge scientific statements about worlds that are millions of miles away
8. Few would dispute for example a meteorologist's claim that Jupiter has a dense atmosphere of methane and ammonia gas
9. The public furthermore probably would accept a meteorologist's statement that the atmosphere of Mars contains little oxygen or water
10. Viewers therefore would believe a meteorologist who said that a human being would need a spacesuit an oxygen tank and a sufficient supply of food water and fuel to survive in a climate such as that of Mars

WORKSHEET 4**Using Commas with Compound Sentences and
with Introductory Expressions**

EXERCISE Insert commas wherever they are required in the following sentences. If a sentence is already correct, write *C* on the line provided.

EXAMPLE _____ 1. At the beginning of his lesson on the importance of vitamins, Mr. Tsong surveyed his students to find out what they knew.

- _____ 1. Created in plants and animals vitamins are compounds required in our diet.
- _____ 2. Vitamins alone will not sustain health yet they are essential to the normal functioning of your body.
- _____ 3. With a knowledge of vitamins you will be able to plan your diet more carefully.
- _____ 4. Scientists have identified a large number of vitamins but researchers do not agree on the daily requirement of each.
- _____ 5. Since people's body chemistries, levels of activity, and food intake vary average requirements may not be adequate for everyone.
- _____ 6. In the opinion of most nutrition experts a complete and well-balanced diet should provide you with all the essential vitamins.
- _____ 7. If your diet is inadequate in any way you may need to take vitamin supplements.
- _____ 8. There are thirteen important vitamins, and you should make sure to get adequate daily supplies of all of them.
- _____ 9. Yes without a sufficient supply of these vitamins you will become ill.
- _____ 10. Found in foods such as carrots, sweet potatoes, egg yolks, and corn vitamin A builds bones and teeth.
- _____ 11. For the prevention of night blindness vitamin A is required.
- _____ 12. Of highest importance to growth and energy the vitamin B complex includes eight key vitamins.
- _____ 13. Since the B vitamins are not stored in the body you must resupply the body with them.
- _____ 14. Eat whole-wheat products, liver, lean meat, nuts, and leafy vegetables for they will supply you with vitamin B.
- _____ 15. When vitamin C is lacking the health of the gums is affected.
- _____ 16. Also known as scurvy vitamin C deficiency causes bleeding in the gums.
- _____ 17. Formed by the action of the ultraviolet rays of the sun on substances in the skin vitamin D is also available as a supplement.
- _____ 18. Vitamin D is vital for healthy bones and teeth but too much may be dangerous.
- _____ 19. Although experiments show that vitamin E aids normal reproduction in some animals its function in the human body is to prevent the breakdown of the body's tissues.
- _____ 20. Most of the vitamin E in Americans' diets comes from fats and oils but some of it comes from poultry and meat.

WORKSHEET 5

Using Semicolons and Colons

EXERCISE A Insert semicolons wherever they are required in the following sentences.

EXAMPLE 1. According to the theory of natural selection, the stronger or more adaptive members of a species live longer and reproduce more; the weaker and less adaptive ones perish without reproducing.

1. Illustrations, such as those in books by Dr. Seuss, make a book attractive to young readers the pictures often help them better understand the book.
2. Several factors affect one's choice of a vocation for instance, environment, one's family's wishes, and one's own work experiences are important influences.
3. For the scientific community, the nuclear age began with the first nuclear reactor at the University of Chicago in 1942 in international relations, however, it really began with the bombing of Hiroshima in 1945.
4. An elephant's trunk has many different uses for example, an elephant uses its trunk for showering, for carrying food and water to its mouth, and for feeling objects.
5. In 1971, the Twenty-sixth Amendment was ratified all citizens eighteen and older were given the right to vote in federal elections.
6. This book includes the poems "The Legend," by Garrett Hongo "For My People," by Margaret Walker and "Separation," by María Esperanza López de Padilla.
7. The gifted author Jamaica Kincaid has written essays, stories, and articles but she is perhaps best known for her novels, particularly *Annie John*, *Lucy*, and *The Autobiography of My Mother*.
8. Our school band, which has won several awards in the past, will go to Riverdale for the music contest but our orchestra, a relatively inexperienced group, will not be sent this year.
9. The birthplace of the famous poet Countee Cullen is unknown he may have been born in Baltimore, Maryland New York, New York or Louisville, Kentucky.
10. True scientists are rightly intolerant of the guesswork of charlatans however, scientists sometimes have to base their own research on hypotheses, which are really educated guesses.

EXERCISE B Insert colons where necessary in the following sentences.

EXAMPLES 1. The call came at 2:48 this afternoon.

2. Please bring me the following items: a pen, some tape, and an eraser.

1. You have a choice of the following lunch specials grilled ham and cheese, veggie burger, or chicken salad.
2. Today's Bible quotation comes from John 2 12.
3. Ricardo Montalbán played the title character in the film *Star Trek II The Wrath of Khan*.
4. Here are some of the things you need to take when you go camping a tent, sleeping bag, food, and plenty of water.

Continued ➞

5. If you want to call back by 4 45, I should have a definite answer for you.
6. Read *Chaucer's World A Pictorial Companion* to learn more about life in the Middle Ages.
7. Be familiar with the following literary terms *conceit*, *blank verse*, and *end-stopped line*.
8. Dear Mr. Golden
Enclosed please find my resume.
9. Is the train to Old Saybrook arriving at 3 47 or 4 37?
10. My teacher's advice was good "Be sure to proofread before you hand in your papers."

EXERCISE C Insert semicolons and colons as needed in the following sentences.

EXAMPLE 1. Don't pick me up at 10:15; I'm sure my flight will be delayed.

1. The desert heat was quite oppressive nevertheless, it didn't seem to bother the camels.
2. Please note the following changes to our schedule the first morning session will start at 8 30 instead of 8 45, lunch will be from 12 30 to 1 15, and small groups will meet at 1 30.
3. The sonnets we will be studying include Sonnet 17, by Pablo Neruda Sonnet 43, by Elizabeth Barrett Browning and Sonnet 18, by William Shakespeare.
4. The next gas station isn't for two exits let's hope we don't run out of gas before then!
5. The committee is planning a year-end review in fact, they want us to plan it.
6. Between 1454 and 1456, Gutenberg printed the first book with movable type however, it wasn't until around 1475 that William Caxton produced the first printed book in English.
7. I plan to visit the following states on my summer vacation Vermont, New Hampshire, and Maine.
8. *The Letters and Journals of Katherine Mansfield A Selection* includes personal thoughts of the writer.
9. Dear Ms. Dupont
I am returning your company's product I am not satisfied with it.
10. One account of the Creation occurs in Genesis 11 31 another occurs in Genesis 24 25.

WORKSHEET 6 Test

EXERCISE A Insert end marks and commas wherever they are required in the following sentences.

EXAMPLE 1. The dolphin is a friendly, playful, and quite entertaining aquatic mammal.

1. Have you ever seen a dolphin
2. If you have had the opportunity to observe any of these affable deep-sea clowns you have I am sure been amused by their graceful swimming high spirits and grinning faces
3. What wonderful performers they are
4. At aquariums along our coasts you will find dolphins leaping several feet above the surface of the water to grab a proffered fish playing tag with one another or nuzzling up to a human diver who has plunged into their tank
5. Seen from ship or shore a school of dolphins provides a delightful exhibition of speed grace and sheer playfulness

EXERCISE B Insert end marks and commas wherever they are required in the following groups of words.

EXAMPLE 1. It is not, however, the playful antics of the dolphin that have aroused scientific interest.

1. As a result of research scientists now believe that dolphins communicate by means of a special language
2. This language if that's what it is consists of whistles of varying tones
3. One scientist a neurologist as well as a psychoanalyst studied the possibility of humans communicating with dolphins
4. Did you know that the whistles and clicks which are sounds used to scan the dolphin's surroundings are created in the animal's blowhole
5. Dolphins and their behavior are studied at the Dolphin Research Institute on Port Phillip Bay in Australia
6. The institute's field workers record dolphin behavior note boating activity and study environmental conditions in the bay
7. Although some of the sounds dolphins make may be used for navigation and food finding they may also be used for communication
8. Just imagine what scientists would learn if they could speak this language
9. Because dolphins can be easily trained to perform complex tasks some researchers believe that these intelligent mammals are even capable of learning a language that will enable them to communicate with humans
10. Having seen these amazing animals in action I must say that I agree with these researchers

Continued ➞

EXERCISE C In the following sentences, insert commas, semicolons, colons, periods for abbreviations, and appropriate end marks as needed.

EXAMPLE 1. Dr. Judith R. Greenberg will arrive at 10:00 A. M.; please have the lecture room ready.

1. Just think of all the things we can do
2. Felicia what happened on July 4 1776
3. No I don't think a surprise party would be a good idea maybe we can come up with something better
4. Please call the following people Maria Lopez Denise Washington and Rob Young Jr
5. Chaucer wrote *The Canterbury Tales* however he did not write the *Decameron*
6. The exact time is 1 47 P M
7. By the time we reach our destination everyone will be ready to jump into the cool waters of the pool
8. Costa Rica a country in Central America is a popular tourist destination
9. What is the difference between a crocodile and an alligator
10. A crocodile's snout is long and sharp and its teeth protrude when its mouth is closed an alligator's snout is blunter and shorter and its teeth do not protrude
11. His eyes glazing over Chris looked less than enthralled by the previous definition however Pat was eager to hear more about the distinctions between alligators and crocodiles
12. What a difference there is between the two
13. My mother is writing a book called *Workers on the March Fifty Years of Labor History*
14. Send the bill to Mrs Meyer at 311 Meadow Creek Dr Austin TX 78705
15. Can you be sure to deliver this by 9 30 A M
16. I think but I'm not absolutely positive that our first snowfall this year was on September 29
17. Bob wants to call his extermination company either Bug Be Gone & Co or Bug Busters Inc
18. My uncle was born on April 25 1954 which is the same month and year in which his wife was born
19. What a coincidence
20. Your interest in architecture Nick seems quite strong
21. Attention shoppers We have the following special today six ears of fresh sweet corn for a dollar
22. Now Mia before you jump to a conclusion you should examine all of the evidence
23. After twenty minutes of close scrutiny I spotted the culprit a large green worm
24. What nickname does Benjamin Anthony Bradford Jr use
25. Yes I understand the assignment however I'm not sure how I should begin

Continued ➞

EXERCISE D In the following sentences, insert commas, semicolons, colons, periods for abbreviations, and appropriate end marks as needed.

EXAMPLE 1. Did you know that the Persian poet Omar Khayyám, who died in A.D. 1131, was also an astronomer?

1. The following three important events happened during the first half of the thirteenth century Genghis Khan invaded China King John signed the Magna Carta and Pope Gregory IX began the Inquisition
2. Many important literary works such as *The Canterbury Tales* the *Divine Comedy* and the *Decameron* were written during the fourteenth century
3. *Circa* is a Latin word meaning “around” its abbreviation is the letter *c*
4. Thus when I read that *Piers Plowman* was written “circa 1378” I know that it was written sometime around 1378
5. Julian of Norwich who was one of the first English women of letters was born c 1342 and Margery Kempe author of the first autobiography in English was born c 1373
6. In making a time line you will need to use the following abbreviations *B C A D* and *c*
7. October 14 1066 is a date one should recognize for that is when the Battle of Hastings occurred
8. Read the *Divine Comedy* moreover be sure to sample some of the stories in the *Decameron*
9. Yes the Crusades began in 1095 after almost two centuries they ended in 1270
10. During the Crusades some Arabic medical practices were introduced to the West
11. When I finish my research on Thomas Aquinas I plan to write the first draft of my report
12. With the help of the Internet I can finish my research in record time
13. The war between the Houses of York and Lancaster called the Wars of the Roses lasted from 1455 to 1485
14. Was it the Benin Kingdom that flourished in West Africa in the 1400s or was it some other kingdom
15. I knew that Zimbabwe emerged as a major trading empire in the 1300s what I didn’t know was that in 1325 the Aztecs began to establish their empire in Mexico
16. After visiting the Chinese court of Kublai Khan in 1275 Marco Polo returned to Italy
17. Josie reacting strongly to the gruesome details of the Black Death said, “How awful”
18. Construction began on the Cathedral of Notre Dame in Paris in 1163 not 1263
19. Leonardo da Vinci the Italian inventor and artist was born in 1452
20. Kevin don’t you agree that the Middle Ages was an eventful historical period

WORKSHEET 1

Using Italics

EXERCISE For each of the following sentences, underline all items that should appear in italics.

EXAMPLE 1. In French, th is pronounced the same as a t.

2. Have you seen the new film version of Hamlet?

1. My grandpa's favorite comic strip is Peanuts.
2. Music from The Nutcracker is usually played during our winter ice pageant.
3. The spelling rule is i before e except after c.
4. We plan to read King Lear this year, but not Othello.
5. For years we've been subscribing to National Geographic and Smithsonian.
6. The Titanic sank on its maiden voyage after hitting an iceberg.
7. The expression à la française means "in the French style."
8. I sometimes read USA Today when I'm traveling by plane; otherwise, I read The New York Times.
9. Look at these brightly colored illuminations in this French manuscript of Romance of the Rose.
10. Gargantuan and humongous are synonyms for huge.
11. Your 1s and 7s are hard to tell apart.
12. Homer's Iliad is an epic poem about the siege of Troy.
13. A popular children's television show is Sesame Street.
14. We read the novel To Kill a Mockingbird in ninth grade.
15. I love the green tones juxtaposed with black in Birch Trees, a painting by Kuinji Arkhip.
16. Indiana Jones is the hero of the movie Raiders of the Lost Ark.
17. Someone suggested playing a section of Holst's The Planets as background music for the fireworks finale.
18. Erin go bragh is Irish for "Ireland forever."
19. Sgt. Pepper's Lonely Hearts Club Band is a long title for a recording, isn't it?
20. Jake and Shelly are developing a software program called Genius.
21. One of my favorite CDs is Hot House Flowers by Wynton Marsalis.
22. William Holman Hunt and John William Waterhouse each created a painting titled The Lady of Shalott.
23. When you were younger, did you watch Where in the World Is Carmen Sandiego?
24. How do you remember whether to use allusion or illusion when you mean an unreal image?
25. The title character of Andrea Lee's novel Sarah Phillips, like her creator, has a Harvard education.

WORKSHEET 2

Punctuating Quotations and Titles Correctly

EXERCISE A Insert quotation marks, commas, and end marks wherever they are required in the following sentences.

EXAMPLE 1. “What distinguishes the works of art by Monet and Manet?” asked the art teacher.

1. If you have a copy of Langston Hughes’s poem *Mother to Son* said Nazr I would like to borrow it
2. At what point in the play does Macbeth say *Life’s but a walking shadow* asked Ms. Sanchez
3. Marguerite said that she thought the invitation to the Hansberrys’ Kwanzaa celebration was for Sunday afternoon
4. Two good things about baby-sitting Arnold said are that it is lucrative and that it gives me time to do my homework
5. Yes laughed Helen provided you can resist the temptation to watch television or to play computer games
6. Did you read the Cheyenne myth *How the World Was Made* Amelia asked
7. After reading Daniel Garza’s short story *Saturday Belongs to the Palomia*, I read his story *Everybody Knows Tobie*
8. Your report on the life of General Ely S. Parker said Mr. Paquin includes an interesting account of the Seneca leader’s role as Commissioner of Indian Affairs
9. Take your time he advised You’ll do a better job
10. I have misplaced my cellular phone said Ms. Olmos Have you seen it

EXERCISE B Punctuate the following dialogue. Add quotation marks, commas, and end punctuation as needed. Use the symbol ¶ to show each time the speaker changes.

EXAMPLE “Should we read this by tomorrow,” asked Josh, “or can we have an extra day to finish it?” ¶ “I’d read it right away, if I were you,” said Mr. Larkin.

Let’s discuss Yeats’s poem *The Lake Isle of Innisfree* before we begin our silent reading said Mr. Larkin. Who can describe the tone of this poem? I think Chinua said that it has a very peaceful tone. I agree. It also has longing and a nostalgia about it said Grace. Yeats wrote this poem about a real place in Ireland where he spent many summers as a child Mr. Larkin said Yeats once said that this poem came to him one dreary London day. Ah, a mental retreat—I have one of those Josh chimed in with his usual exuberance. Mine, though, is a beach. He closed his eyes and smiled. I’ll venture it’s a day away from school and not the palm trees you’re smiling about teased Grace. Bingo! Josh replied emphatically.

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EXERCISE C Add quotation marks to these sentences as needed.

EXAMPLE 1. I just read “La Belle Dame sans Merci,” a lovely poem by John Keats.

1. Please don't sing Happy Birthday to me in the restaurant.
2. I loved the final episode of *Star Trek: The Next Generation*, which was called All Good Things.
3. The last chapter in this book is titled, fittingly, The Final Chapter.
4. My article When to Prune Your Roses appeared in our garden club newsletter.
5. The anonymity of the individual is the theme of W. H. Auden's poem The Unknown Citizen.
6. George Orwell's essay Shooting an Elephant is about the conflict inherent in colonialism.
7. D. H. Lawrence's short story The Rocking-Horse Winner is told as a modern fable.
8. For an example of Scottish dialect, read Robert Burns's To a Mouse.
9. Amazing Grace has been sung by many different performers.
10. The article Precision Through Punctuation is dry but informative.
11. Grover Washington, Jr., recorded a quiet jazz rendition of When I Fall in Love on his CD *All My Tomorrows*.
12. Have you read the article How to Raise Koi in Your Pond by Jim Brinkman, the president of the Pond Society?
13. Since Angelo was going to photograph a football game in the rain, he read the chapter in *The Joy of Photography* called Photographing in Inclement Weather.
14. The forty-sixth and final chapter of Carl Sandburg's novel *Remembrance Rock*, The Arch Never Sleeps, is followed by ten chapters of epilogue.
15. The episode called Cyclone! was the most exciting one yet of the PBS series *The World of National Geographic*.
16. Stephen Crane's enthralling short story The Open Boat was based on the author's experience while he was shipwrecked off the Florida coast.
17. Do you know who is being invited to sing The Star-Spangled Banner at the opening of the World Series this year?
18. Henry David Thoreau's essay Resistance to Civil Government was inspired by the night he spent in jail for refusing to pay a state tax.
19. A Mild Attack of Locusts is one of thirty stories about Africa written by Doris Lessing and compiled in her book *African Stories*.
20. Before she watched an episode of the television program *Nova* called *Titanic's* Lost Sister, Leilani had never heard of the ship *Britannic*.

WORKSHEET 3

Using Apostrophes

EXERCISE A On the line provided in the second column below, write the singular possessive form of each word at the left. On the line provided in the fourth column, write the plural possessive form of the word.

EXAMPLE 1. customer customer's complaint customers' complaints

SINGULAR POSSESSIVE

PLURAL POSSESSIVE

- | | | | | |
|-------------|-------|------------|-------|------------|
| 1. worker | _____ | hammer | _____ | hammers |
| 2. tree | _____ | branches | _____ | branches |
| 3. knight | _____ | shield | _____ | shields |
| 4. chair | _____ | legs | _____ | legs |
| 5. champion | _____ | award | _____ | awards |
| 6. woman | _____ | sari | _____ | saris |
| 7. shogun | _____ | leadership | _____ | leadership |
| 8. adviser | _____ | idea | _____ | ideas |
| 9. friend | _____ | advice | _____ | advice |
| 10. dog | _____ | collar | _____ | collars |

EXERCISE B Each of the following groups of words expresses a possessive relationship by means of a prepositional phrase. On the line provided, revise each word group so that a possessive noun or pronoun expresses the same relationship.

EXAMPLE 1. engine of the airplane the airplane's engine

- | | |
|---|-------|
| 1. driver of the bus | _____ |
| 2. bicycles of Adrian and Jessica | _____ |
| 3. son of his brother-in-law | _____ |
| 4. the backpack of someone | _____ |
| 5. values of the Victorians | _____ |
| 6. worth of two dollars | _____ |
| 7. stockholders of Algood Movies | _____ |
| 8. boat of my grandmother and grandfather | _____ |
| 9. assistants of the attorney general | _____ |
| 10. contributions of American Indians | _____ |

Continued ➞

EXERCISE C Insert apostrophes wherever they are required in the following groups of words. If the group of words is already correct, write *C* on the line provided.

EXAMPLES _____ *C* 1. Naguib Mahfouz's birthplace

_____ 2. my twin sister's book

- | | |
|------------------------------------|--------------------------------------|
| _____ 1. no ones fault | _____ 11. a captains signal |
| _____ 2. a days journey | _____ 12. the horses tails |
| _____ 3. mens shoes | _____ 13. those mail carriers routes |
| _____ 4. countries imports | _____ 14. both partners errors |
| _____ 5. an hours fun | _____ 15. a girls school |
| _____ 6. students athletic field | _____ 16. Ulysses kingdom |
| _____ 7. this years crops | _____ 17. the Whites cottage |
| _____ 8. three years duration | _____ 18. anyones opinion |
| _____ 9. everybodys favorite | _____ 19. Patagonias penguin colony |
| _____ 10. Picassos <i>Guernica</i> | _____ 20. a friend of theirs |

EXERCISE D In the following expressions, insert apostrophes to form correct contractions or plurals. If an expression is already correct, write *C* on the line provided.

EXAMPLES _____ 1. let's go

_____ 2. crossing all the *t*'s and dotting all the *i*'s

_____ *C* 3. if he won't call

- _____ 1. three *is* and three *ps* in *Philippines*
- _____ 2. in the late 1990s
- _____ 3. if it doesnt work
- _____ 4. as if theyd known
- _____ 5. six oclock
- _____ 6. since were going
- _____ 7. after youve written
- _____ 8. replacing all the *sos* with *therefores*
- _____ 9. before its too late
- _____ 10. writing *Us* instead of *Vs*

WORKSHEET 4

Using Hyphens, Dashes, Parentheses, and Brackets

EXERCISE A Insert hyphens, dashes, parentheses, and brackets as needed in the following sentences. Write a caret (^) at the place where the punctuation mark is needed, and write the mark above it.

EXAMPLE 1. Zelda requires only one thing to finish her report more time.

1. There are twenty one members in our club.
2. Keats, Yeats, Wordsworth these are just some of the poets whose works we read this year.
3. The expression *bon appétit* French for “good appetite” is often used just before a meal.
4. Many of the punctuation marks we have studied commas, semicolons, and apostrophes are ones that I use often.
5. The heroic couplet see the example from Pope’s *Essay on Man* is a couplet written in iambic pentameter.
6. Your books at least I think they’re yours are sitting on that shelf.
7. We need a two thirds majority to win.
8. The textbook said that “in the last winter of World War II December 1944 to January 1945 the German army made one final offensive against the Allies.”
9. People often say *Gesundheit* German for “your health” after someone sneezes.
10. The Globe Theatre see the accompanying illustration burned down in 1613.

EXERCISE B Assume that each of the following words or word groups is being divided because it appears at the end of a line of text. On the line provided, write *C* for correct and *I* for incorrect to indicate if the word has been hyphenated correctly. If the word is hyphenated more than once, assume that the first hyphen comes at the end of the line.

EXAMPLE *C* 1. over-whelmed

- _____ 1. luck-y
- _____ 2. ill-uminate
- _____ 3. sis-ter-in-law
- _____ 4. accentu-ate
- _____ 5. posit-ive
- _____ 6. e-liminate
- _____ 7. nega-tive
- _____ 8. fix-ed
- _____ 9. fif-ty-five
- _____ 10. a two-thirds majority

WORKSHEET 5 Test

EXERCISE A Insert quotation marks, apostrophes, hyphens, dashes, parentheses, brackets, and underlining (for italics), wherever they are required in the following sentences.

EXAMPLE 1. “Whale-path is an example of a kenning,” explained Mr. Okri.
“To what does this metaphor refer?”

1. Marvin's research paper stated, The prehistoric Anasazi peoples Anasazi is Navajo for ancient ones constructed fabric from turkey feathers and yucca fiber.
2. If you know its path, you can follow the space shuttle Discovery across the sky at night of course, the night must be clear.
3. What a wonderful idea you have, Celine! she exclaimed. Let's search the Internet for information about the world's rain forests.
4. What's your objection to Gino's plan? she asked. Isn't it feasible?
5. Many English words come directly from other languages; for example, guitar and tornado are two of the Spanish language contributions.
6. It's possible that if Brutus' speech had been as clever as Antony's, the Romans' reaction would have been different in other words, the Romans would have supported Brutus and the other conspirators' plot against Julius Caesar.
7. Our school's marching band has let's see, a drummer moved away last week sixty-seven members, and we've competed successfully this year playing such compositions as the Liberty Bell March and Aegean Festival Overture.
8. My brother-in-law's opinion is that if there's a panacea for that nation's economic ills, its courageous expansion by private industry.
9. The president was quoted as saying, Because I do not believe that this proposed legislation House Bill 409 would be an effective use of the taxpayers' money, I will veto it if it reaches my desk.
10. I've memorized Christina Rossetti's poem A Better Resurrection, Gerald announced to his teachers' astonishment. Wouldn't you like me to recite it?

EXERCISE B Each of the following groups of words expresses a possessive relationship by means of a prepositional phrase. On the line provided, revise each word group so that a possessive noun or pronoun expresses the same relationship.

EXAMPLE 1. skills of the players the players' skills

1. palace of Kubla Khan _____
2. poems by Tu Fu and by Li Po _____
3. house of the Whitneys _____
4. experiences of Candide _____
5. store of Sherman and Fisk _____

Continued ➞

6. room of the children _____
7. delay of two days _____
8. pseudonym of Mary Ann Evans _____
9. a paradise for skiers _____
10. opinions of others _____

EXERCISE C Correctly punctuate the following sentences. Use underlining (for italics), quotation marks, apostrophes, hyphens, dashes, parentheses, and brackets as needed.

EXAMPLE 1. Lions, tigers, and bears [^]these are the animals that Dorothy fears.

1. Read the selection The Cairo Rooftop; its from Naguib Mahfouzs novel Palace Walk.
2. See the preceding page page 1132 for a more thorough explanation.
3. The handbook states: In medias res see the section Foreign Words and Phrases is Latin for in the middle of things.
4. Paradise Lost is an epic about the struggle between good and evil.
5. When the hurlyburly's done is the second witchs reply to the first witch in Macbeth.
6. Old English before 1066, Middle English 1066 to 1485, and Modern English 1485 to the present these are the three periods into which the history of English is generally divided.
7. Several of Shakespeares plays Hamlet, King Lear, and Romeo and Juliet are included in this anthology.
8. Fifty seven volunteers showed up to handle the incoming pledge calls.
9. The meal my little brother cooked I should say his attempt at a meal was not completely inedible.
10. Do you enjoy watching the PBS series Masterpiece Theatre?
11. Rick! Jesse shouted. Are you coming or not?
12. Have you read Shelleys Ozymandias? Joni asked. Its a poem that shows the result of pride and arrogance.
13. Not yet, Li replied, but I intend to this evening.
14. Lets see the movie Les Misérables and compare it with the novel.
15. The excerpt Green Gulch is about a childhood incident from Loren Eiseleys memoir The Night Country.
16. Coleridges poem Kubla Khan was composed at about the same time late 1797 or early 1798 as his long poem The Rime of the Ancient Mariner.
17. My granddad worked for the same company for forty five years, Bella said. Can you believe it?
18. The Mayflower landed at Plymouth Rock, Massachusetts, in 1620.
19. Michelangelo painted The Last Judgment on the ceiling of the Sistine Chapel in Rome.
20. Semper fidelis Latin for always faithful is the motto of the U.S. Marine Corps.

WORKSHEET 1 Using Word Parts

EXERCISE Using a dictionary, divide each of the following words into parts (prefixes, roots, and suffixes) and write a definition based on the meanings of the parts.

EXAMPLE 1. contravene *contra-vene: to go against, oppose*

1. intercity _____
2. misshapen _____
3. troublesome _____
4. typist _____
5. finite _____
6. uncertainty _____
7. monkish _____
8. contradiction _____
9. theorize _____
10. mismatch _____
11. paramedical _____
12. telegram _____
13. invisible _____
14. rebeautify _____
15. uniform _____
16. tractable _____
17. preoccupancy _____
18. vital _____
19. intercede _____
20. waspish _____
21. contraband _____
22. resuscitate _____
23. intercept _____
24. naturalist _____
25. misdemeanor _____

WORKSHEET 2 Using Spelling Rules**EXERCISE A** Fill in the blanks with the correct letters: *ie, ei, cede, ceed, or sede*.EXAMPLE 1. se cede

- | | |
|----------------|----------------------|
| 1. b____ge | 11. bel____f |
| 2. retr____ved | 12. ac____ |
| 3. super____ | 13. ____ghth |
| 4. ____ther | 14. anc____nt |
| 5. pat____nce | 15. n____ghborhood |
| 6. forf____t | 16. conc____vable |
| 7. pro____ | 17. ex____ing |
| 8. l____sure | 18. sh____ld |
| 9. inter____ | 19. h____ght |
| 10. s____zure | 20. ch____f of staff |

EXERCISE B Some of the following sentences contain spelling errors involving the use of *ie, ei, cede, ceed, or sede*. For each sentence, circle any misspelled word. Then, write the misspelled word correctly on the line provided. If a sentence is already correct, write *C*.EXAMPLE interviewed 1. The reporter (interveiwed) the chancellor in the airport terminal.

- _____ 1. A hilarious comedian preceeds me on the program, so the audience will be in a good mood.
- _____ 2. I beleive in the principles set forth in the Bill of Rights.
- _____ 3. The flood water receeds from the shore.
- _____ 4. "Do you concede that my client is not responsible for the damages?" the attorney asked.
- _____ 5. Dan's complaint will be discussed at the next meeting of the company's greivance committee.
- _____ 6. Do not excede the speed limit.
- _____ 7. I like to see foreign films that have subtitles rather than those that have dubbed dialogue.
- _____ 8. Harriet succeded in passing the test.
- _____ 9. This memo superceeds the earlier one.
- _____ 10. Sean is excited because he has recieved a full scholarship to the university.

WORKSHEET 3 Adding Prefixes and Suffixes

EXERCISE A On the line provided, correctly combine each of the following words with the given prefix or suffix.

EXAMPLE 1. cranial + ly = cranially

- | | |
|-------------------------|----------------------------|
| 1. shake + en = _____ | 11. speedy + ly = _____ |
| 2. wavy + est = _____ | 12. frolic + ed = _____ |
| 3. kind + ness = _____ | 13. mis + spend = _____ |
| 4. trace + able = _____ | 14. pay + ed = _____ |
| 5. occur + ed = _____ | 15. embrace + ing = _____ |
| 6. over + rides = _____ | 16. solidify + ing = _____ |
| 7. toy + ing = _____ | 17. time + ly = _____ |
| 8. king + dom = _____ | 18. mile + age = _____ |
| 9. sly + ness = _____ | 19. shore + less = _____ |
| 10. mow + ing = _____ | 20. crafty + ness = _____ |

EXERCISE B Some of the following sentences contain spelling errors involving the use of prefixes or suffixes. For each sentence, circle any misspelled word. Then, write the misspelled word correctly on the line provided. If a sentence is already correct, write *C*.

EXAMPLE formally 1. Have you been (formaly) introduced to the young acrobats?

- _____ 1. Imagine that a log cabin occupied a portion of this field years ago.
- _____ 2. The merrymment of the kindergarten children always makes me smile.
- _____ 3. Raymond is extremely trusting, so he is usually fooled when someone is lieing.
- _____ 4. We can use the overripe bananas to make banana smoothies or maybe banana nut bread.
- _____ 5. People several decades ago must have waxed their cars much more often than they do today, don't you think?
- _____ 6. Allen chose the red carnations, but Tricia later told him that she prefered the pink ones.
- _____ 7. "In my opinion, our management team is one of the best in the business," Ms. Phelps said.
- _____ 8. Are you staying with the job because you like the work or because you don't want to look for something better?
- _____ 9. The hole in my sock is not noticable, but it is irritating.
- _____ 10. "I tell you truely," Denise said, "that you get what you pay for."

WORKSHEET 4 Forming Plurals of Nouns**EXERCISE A** On the line provided, spell the plural form of each of the following nouns.EXAMPLES 1. harmony harmonies2. *i* i's

- | | | | |
|---------------|-------|---------------------|-------|
| 1. Cortez | _____ | 11. photo | _____ |
| 2. phenomenon | _____ | 12. relief | _____ |
| 3. camera | _____ | 13. <i>z</i> | _____ |
| 4. + | _____ | 14. Japanese | _____ |
| 5. memo | _____ | 15. <i>like</i> | _____ |
| 6. bedbug | _____ | 16. hoax | _____ |
| 7. hunch | _____ | 17. daughter-in-law | _____ |
| 8. woman | _____ | 18. Riley | _____ |
| 9. veto | _____ | 19. donkey | _____ |
| 10. grocery | _____ | 20. wish | _____ |

EXERCISE B Some of the following sentences contain spelling errors involving the plurals of nouns. For each sentence, circle any misspelled word. Then, write the misspelled word correctly on the line provided. If a sentence is already correct, write *C*.EXAMPLE enemies 1. Being considerate, friendly, and nice will help you to avoid making enemys.

- _____ 1. Mr. Hodgson repairs televisions and radioes when he isn't working as a security guard.
- _____ 2. The editor-in-chiefs had their annual meeting in New York.
- _____ 3. The living room of the apartment featured two leather couches and three Barcelona chairs.
- _____ 4. Cory may not be a common name, but there are now five Corys at our school.
- _____ 5. The foremans at the mill welcomed the suggestions from the new employees.
- _____ 6. Don't you find it difficult to remember how many *rs* and *l's* are in the word *guerrilla*?
- _____ 7. The nursery workers realized that gypsy moths had eaten the leafs from the shade trees.
- _____ 8. Fifteenth-century morality plays featured such characters as Everyman and Virtue.
- _____ 9. The Sanchezs built stables similar to those they had in Venezuela.
- _____ 10. The tenors demanded to work with only certain sopranoes for the upcoming opera.

WORKSHEET 5 Forming Plurals of Nouns**EXERCISE A** On the line provided, spell the plural form of each of the following nouns.EXAMPLE 1. dish dishes

- | | | | |
|-------------------|-------|---------------------|-------|
| 1. tomato | _____ | 11. solo | _____ |
| 2. five-year-old | _____ | 12. attorney-at-law | _____ |
| 3. quantum | _____ | 13. radiator | _____ |
| 4. Siamese | _____ | 14. <i>L</i> | _____ |
| 5. 1600 | _____ | 15. mule deer | _____ |
| 6. Mallory | _____ | 16. igloo | _____ |
| 7. Beatles record | _____ | 17. foot | _____ |
| 8. battery | _____ | 18. midwife | _____ |
| 9. door prize | _____ | 19. alto | _____ |
| 10. lunch | _____ | 20. Thursday | _____ |

EXERCISE B Some of the following sentences contain spelling errors involving the plurals of nouns. For each sentence, circle any misspelled word. Then, write the misspelled word correctly on the line provided. If a sentence is already correct, write *C*.EXAMPLE mammals 1. Elephants, you may know, are mammals with thick-skinned, heavy bodies.

- _____ 1. Sun roofes look classy, but we have never had an automobile with one.
- _____ 2. How many classes must the three student's take in order to graduate in the spring?
- _____ 3. Two sergeant-at-arms were required to keep spectators in order during the trial.
- _____ 4. Yes, the melodys of soul music do contain elements of gospel music.
- _____ 5. Morris contends that movie heros represent much about the values of a generation.
- _____ 6. Many alumnus of the county's four junior colleges attended the dedication.
- _____ 7. Her great-great-grandmother, who was an Apache, had eleven childs, only two of whom were girls.
- _____ 8. "We've been to two High Masses in the new church on the outskirts of town," Mrs. Donovan said.
- _____ 9. The rashs may indicate too much stress in your life, so start accepting fewer jobs.
- _____ 10. Trisha gets paid on Fridays, which is when she buys groceries.

WORKSHEET 6 Test

EXERCISE A Proofread the following sentences, and circle any misspelled words. Then, on the lines provided, write the misspelled words correctly. If a sentence does not contain any spelling errors, write *C*.

EXAMPLE courageous 1. The couragous pitcher captured the hearts of fans watching the series.

- _____ 1. We snaped many pictures when the herd of reindeers crossed the road in Norway.
- _____ 2. The row of spotlights focused attention on the altoes as they began to sing.
- _____ 3. I beleive that barrioes are neighborhoods or districts with Spanish-speaking residents.
- _____ 4. The drearyness of the stream of gray days finally exceded my level of tolerance.
- _____ 5. The Mrs. Grundy's of the world—disapproveing, narrow-minded people—are always around.
- _____ 6. Twenty eights-year-old signed up for the art class, which will meet on Saturdays.
- _____ 7. How many guesses are the players allowed before their time is up?
- _____ 8. "I'm dieing to go to the concert, but the price of tickets is out of sight!" Lonnie exclaimed.
- _____ 9. The jollyness of the clowns surprised the passerbys at the entrance to the mall.
- _____ 10. The kimono is a type of robe traditionally worn by Japanese men and women.

EXERCISE B Some of the sentences in the following paragraph contain misspelled words. For each sentence, circle any misspelled word. Then, on the lines provided, write the misspelled words correctly. If a sentence does not contain any spelling errors, write *C*.

EXAMPLE [1] Many cultural analysis have probably been made based on book sales.

1. analyses, probably

[1] While conceding that she is no expert, Janet nevertheless made some interesting observations in her analysis of book trends. [2] Janet reveiwed one week of hardcover bestsellers. [3] Her prestigeious source was *The New York Times Book Review*. [4] To begin with, Janet accuratly observed that readers like short book titles. [5] Sales are higher for short titles such as *Paradise* and *Sharp Edges*. [6] Serious books topped the list; there were apparently few comedys. [7] Several fiction titles, Janet readily admitted, look interesting, including *Cuba Libre*. [8] Mysterys and books about money seem to sucsede, she noted. [9] The topics that are popular tell us much about the conscience, cares, hopes, and worrys of our culture. [10] Janet concludes that our varied tastes and continueing interest in books are healthy signs.

Continued ➞

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

EXERCISE C Proofread the following sentences, and circle any misspelled words. On the lines provided, write the misspelled words correctly. If a sentence does not contain any spelling errors, write *C*.

EXAMPLE folios 1. The printer asked the editors to estimate the number of folioes for the new book.

- | | |
|-------|---|
| _____ | 1. "Picnicking seems like a nice idea," Mother said, "but it's really too much work, and there are too many bugs." |
| _____ | 2. The Williams's have lived next door to us since 1972. |
| _____ | 3. Our nieghbors celebrate the festival of Our Lady of Guadalupe, an important religious holiday in Mexico. |
| _____ | 4. Have you ever seen mud puppys hiding in the bottoms of lakes or streams? |
| _____ | 5. The Baxters wondered what the columnist meant in calling the violinist "overefined." |
| _____ | 6. My uncle published a book of photographs of Texas courtshouse. |
| _____ | 7. What do the authoritys say is the milage across the Flathead Indian Reservation? |
| _____ | 8. The protestors were actually quite peacable as they left the department store. |
| _____ | 9. Baby-sitting two-years-old can provide much amusment, but your reactions and responses must be quick. |
| _____ | 10. The Nelsons claim to have tried all the shampoos on the shelves, but they don't like any. |
| _____ | 11. Many of the prisoners in jail have been tried and convicted of theivery. |
| _____ | 12. When did the Cortez family formally ceed part of their land to the state for a nature preserve? |
| _____ | 13. Although they tried very hard, the agents who questionned the accused spy were unable to learn the names of any contacts. |
| _____ | 14. The toddler's naughtyness was equalled only by her stubbornness in refusing to go to bed. |
| _____ | 15. When Tyrone was paddleing upstream against the current, the continuous exertion made his arms and shoulders ache. |
| _____ | 16. Some of the senior class resolved to perform community service during spring break by renovateing the residences of people who need assistance. |

Continued ➞

- _____ 17. Julie sat on the top of the ridge, surveying the valleys below and grappling with the problem of getting to the campsite by the most efficient route.
- _____ 18. Upon receipt of your order, please remit the sum of forty-two dollars and seventy-seven cents (\$42.77) to the following address.
- _____ 19. When Eric began the task, he found few hindrances to slow his progress.
- _____ 20. In a very brief period, the jeweler guided the observations of the engaged couple so they could perceive the differences between the two rings.
- _____ 21. Lester successfully used many ploys to refute his opponents when he debated, but he preferred giving constructive speeches.
- _____ 22. The alumnae of St. Mary's College will hold their reunions on the evenings of October 18–20 in Medieval Hall of Old Main.
- _____ 23. How many commander-in-chiefs can you name who served in World War II, either from the United States' armed forces or from those of other nations?
- _____ 24. Many of today's adhesives are epoxys whose ingredients must be mixed together in order to activate them.
- _____ 25. Our friends' parrot often gets into mischief by misplacing keys, stealing shiny objects, and trying to pull earrings from people's ears.

EXERCISE D Most of the sentences in the following paragraphs contain misspelled words. For each sentence, circle any misspelled words. Then, on the lines provided, write the misspelled words correctly. If a sentence does not contain any spelling errors, write *C*.

EXAMPLE [1] Many American Indian peoples have fascinateing oral traditions.

1. fascinating

[1] All the peoples had thier own sacred storys, fables, and folk tales. [2] The tales were passed orally from one generation to another. [3] A beleif in the power of the spoken word has always been important to American Indians. [4] Written language was unnecessary among some American Indian peoples, and the spoken word was widely used where other cultures might use writing.

[5] Storytellers told the tales with precision and care. [6] For example, Chippewa cheifs and leaders were valued for their speaking abilities. [7] They had to succeed as speakers as well as warriors. [8] You see, these stories captured the very history and lifes of the people. [9] Much wisdom and history are contained in the tales. [10] They reflect the thoughts and values of the societys that produced them.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

WORKSHEET 1

Common Usage Problems

EXERCISE A Underline the word or expression in parentheses that is correct according to standard, formal usage.

EXAMPLE 1. (Whose, *Who's*) pizza slice is still in the refrigerator after a week?

1. Neither Aaron (*or*, *nor*) Mary Lynn has any desire to go on a double date to the lawn-and-garden show at the convention center.
2. Movie reviewers (*badn't ought*, *ought not*) to give away plot details because doing so spoils the enjoyment of the movie.
3. The notches in (*this here*, *this*) feather mean that the wearer, an American Indian, had been wounded many times.
4. While (*many*, *a lot*) of the people in my neighborhood have three or four pets, I have one.
5. “(*Your*, *You're*) opinion does matter to me, but I must make up my own mind,” Jared told Lita.
6. The family assumed that the inheritance from Aunt Georgia would be divided (*between*, *among*) her two nieces, Sally Mae and Bertha Louise.
7. “Let’s see if we can borrow a wrench (*from*, *off of*) our neighbor,” Carl said.
8. Tony is operating under the (*allusion*, *illusion*) that he can continue to live at home yet not work to support himself and the household.
9. Black Genius is interesting (*due to*, *because of*) its stories about such African Americans as Albert Murray, Mary McLeod Bethune, and Toni Morrison.
10. Mrs. Andreas has (*accepted*, *excepted*) the position of director of human resources.

EXERCISE B Most of the following sentences contain informal or incorrect usages. For each sentence, circle the informal or incorrect usage and then write the formal, correct usage on the line provided. If a sentence is already correct according to the rules of standard, formal English, write *C*.

EXAMPLE Ingrid; all right 1. (Ingrid she) is (alright) after the accident yesterday.

- _____ 1. Tom and Carla made everyone of the floor tiles for the new restaurant.
- _____ 2. “That painting is sort of nicer then I had remembered,” Leonard said.
- _____ 3. The irate woman raised from her seat to protest the board’s decision.
- _____ 4. The teacher said that I can write about Mexican architecture being as I have an interest in it.
- _____ 5. We will try and visit friends in the retirement home this evening.
- _____ 6. Loren feels bad because she hasn’t been in touch with her friends.
- _____ 7. The rearview mirror on the truck is busted now and must be repaired.
- _____ 8. “Their is a Buddhist temple in our neighborhood,” Adrianna said.
- _____ 9. Are these the only fossils that Roger ever collected?
- _____ 10. If I lay down for a while this afternoon, I can go to the play tonight.

WORKSHEET 2

Common Usage Problems

EXERCISE A Underline the words or expressions in parentheses that are correct according to the rules of standard, formal English.

EXAMPLE 1. The library is a long (way, *ways*) from my house.

1. Do you think (*less*, *fewer*) or more young children are watching TV these days?
2. Our first impression is that (*either*, *any one*) of the four candidates would give the company dynamic new leadership.
3. "I'd (*all ready*, *already*) swum thirty laps before you started timing me," Randy said.
4. To avoid controversy, the talk show host quickly moved (*on to*, *onto*) the next topic.
5. Mrs. Gray (*referred*, *referred back*) to the biography of writer Julio Cortázar, who was raised mostly in Argentina.
6. Shani sang (*good*, *well*) when she was unexpectedly asked to lead "The Star-Spangled Banner."
7. The early freeze will have a major (*affect*, *effect*) on the production of citrus fruit in Florida.
8. (*Beside*, *Besides*) being a chemist, George Washington Carver was a botanist.
9. The investigators were (*some*, *somewhat*) puzzled by the response to their questions.
10. What (*type*, *type of*) motor oil do you use in your car?

EXERCISE B Most of the following sentences contain errors in usage. For each sentence, circle the error(s) and then write the correct word(s) on the line provided. If a sentence is already correct, write *C*.

EXAMPLE as far as 1. Is this really (all the farther) you think we can drive today?

- _____ 1. Its a shame that them apartments from the 1920s will be torn down.
- _____ 2. Any one who enjoys working with people should apply for the job.
- _____ 3. Like I said on the telephone, these kind of boot is not waterproof.
- _____ 4. Everyday my father says he is thankful for his many blessings.
- _____ 5. I'm not sure where Thad is at, but the rest of us are finally altogether, so let's begin the meeting.
- _____ 6. I inferred from the story that the word *Tennessee* is derived from the name of a Cherokee village.
- _____ 7. I can't help but wishing I could of gone to the tennis tournament.
- _____ 8. Theirs a reason the African American Heritage Club is studying the Swahili language.
- _____ 9. The reason is that the club is presenting a program about various African languages.
- _____ 10. "I set in that chair way too long without moving!" Jesse exclaimed.

WORKSHEET 3 Test

EXERCISE A Underline the words or expressions in parentheses that are correct according to the rules of standard, formal English.

EXAMPLE 1. The Edisons like Prince Edward Island, Canada, so much that they intend to stay (a while, *awhile*), and may even move there.

1. All of the tracks on the new CD are excellent (*accept*, *except*) the last one.
2. While Odessa felt (*good*, *well*) enough to go to school Monday, she stayed home one more day to avoid a relapse.
3. The dog probably knows (*it's*, *its*) way home, but I just hope that it watches out for the traffic.
4. What kind (*of*, *of an*) elephant, African or Asian, has the larger ears?
5. "You talk about flying (*like*, *as*) your father talked at your age," Nanna said, "and of course he became a pilot."
6. To help the reporter, the official (*implied*, *inferred*) that the truth might be found in old police reports.
7. The fruit and vegetable crop will be shared equally (*between*, *among*) all of the valley's cooperative farmers.
8. I greatly admire the poems of Edgar Allan Poe, and my own poems contain many (*allusions*, *illusions*) to Poe's verse.
9. "(*Try and*, *Try to*) name at least one African American man and woman who have won Academy Awards," Roland challenged.
10. Grace was certainly (*affected*, *effected*) by her parents' divorce, but she retained her own sense of worth and purpose.

EXERCISE B Most of the following sentences contain errors in usage. For each sentence, circle the error(s) and then write the correct word(s) on the line provided. If a sentence is already correct, write C.

EXAMPLE _____ *They're; their* 1. (Their)planning to donate (they're)winnings to charity.

- _____ 1. When she came to see me last night, Crystal took me a large bowl of strawberries.
- _____ 2. The every day breakfast fare at the inn consists of English muffins, fruit, cereal, eggs, pancakes, and etc.
- _____ 3. Irregardless of your grade, your report on Red Cloud, the Dakota chief, turned out good.
- _____ 4. The mysterious man walked inside of the building, turned left at the first hallway, and stood besides the water fountain.
- _____ 5. The children should of approached the pond slowly and quietly so they would not scare away the geese.

Continued ➞

- _____ 6. "I can't walk any further than this," Toby said, "so I'll just set here until you return."
- _____ 7. Kitsch is shallow writing or art that is designed for popular appeal.
- _____ 8. Yellow daffodils, who are my favorite flowers, are growing in my front yard where every one can see them.
- _____ 9. The guests were startled because it sounded like the train was roaring in to the dining room.
- _____ 10. The Vietnamese family compared their new home in Arkansas with their home in Vietnam.

EXERCISE C Underline the words or expressions in parentheses that are correct according to the rules of standard, formal English.

- EXAMPLES 1. (Neither, None) of the two bands will charge to perform at this year's benefit.
2. (Due to, Because of) the exceedingly hot weather, band practice will be held at 7:00 A.M.

- The staircase banister (*already*, *all ready*) has been sanded and varnished, but the newel still needs to be worked on today.
- Director Spike Lee's documentary may help (*rise*, *raise*) people's consciousness about the importance of tolerance.
- The reason the paper is fragile is (*because*, *that*) it probably dates from around 1400.
- Megan is (*kind of*, *rather*) ambivalent about applying to several colleges because she really has her heart set on her mother's alma mater.
- Mount McKinley in Alaska is taller (*than*, *then*) Mount Rainier in Washington.
- The residents were concerned that the mudslides would cause the main water lines to (*bust*, *burst*) during the night.
- The puppy jumped (*off of*, *off*) the high wall but was not injured because it landed in soft sand.
- (*That there*, *That*) article tells about the organization of a student program run by the Ballet Folklorico in Austin, Texas.
- Mr. Murray jokingly asked the students whether they knew (*whose*, *who's*) buried in Grant's Tomb, and some of them did not.
- The nurse felt (*bad*, *badly*) because she was not on duty when Ramon was released from the hospital.

Continued ➞

EXERCISE D Most of the following sentences contain errors in usage. For each sentence, circle the error(s) and then write the correct word(s) on the line provided. If a sentence is already correct, write *C*.

EXAMPLE altogether; every day 1. Are you (all together) certain that the bus stops here (everyday)?

- _____ 1. Shenandoah National Park is still a long ways from here, but theirs no reason we shouldn't be at the park by noon.
- _____ 2. My family refers back to the time that Alexa lay her school books on the kitchen table and smashed a carton of eggs.
- _____ 3. The radio warned motorists that many bridges were closed due to dangerous coatings of ice.
- _____ 4. Being as Celine was at a concert until 2:00 A.M. and had to be at work at 7:00 A.M., she is sleepy and exhausted today.
- _____ 5. Did you read where Oprah Winfrey encouraged viewers to volunteer to build houses with Habitat for Humanity?
- _____ 6. "Dad said it is alright with him and that we can go to lunch before meeting him at the stadium," Hal said.
- _____ 7. We can't help wondering where the Italian flag throwers are at.
- _____ 8. During the powwow last summer, a lot of the North American Indian tribes they performed traditional dances.
- _____ 9. Any one of the three boys would willingly give his time and talents to help paint the mural.
- _____ 10. "I don't think that your the type person who would deliberately try to deceive anyone," Zach said.

