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REASONING THROUGH LANGUAGE ARTS (RLA) *FLASH REVIEW*

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**GED® TEST
REASONING
THROUGH
LANGUAGE ARTS**
.....
FLASH REVIEW



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INTRODUCTION

About the GED® Reasoning through Language Arts (RLA) Test

The GED® RLA Test measures how well you can apply problem solving, analytical reasoning, and critical thinking skills alongside your understanding of high-school level language arts.

The test is delivered on a computer and consists of approximately 50 multiple-choice, fill in the blank, drop down, drag and drop, and hot spot questions, including an extended response question. The Extended Response test item—your one essay question—is placed in the middle of your GED® RLA Test. You will be given 45 minutes to read one or two informational passages (ranging between 450 and 900 words) and type a response on the computer using a simple word-processing program. This question requires you to read the prompt (the passage or passages provided), create an argument based on it, and write a strong essay with evidence and examples.

On the GED® RLA Test, 75% of the passages are nonfiction, including text you might find at school (for instance, about science and social studies) and text you might find at a workplace (for instance, instructions or memos). The GED® RLA Test also features historical passages that are considered part of the “Great American Conversation.” These include speeches, documents, and essays that have helped to shape American history. An example might be U.S. founding documents.

There are no poetry passages on the current version of the GED® RLA Test.

The new GED® RLA Test concentrates on the following skill areas:

- The ability to read closely

- The ability to write clearly
- The ability to edit effectively and use standard written English appropriately

You will have 150 minutes to complete the entire exam, with one 10-minute scheduled break.

How to Use This Book

GED® Test Reasoning through Language Arts Flash Review is designed to help you prepare for and succeed on the official exam—a strong knowledge of core language arts concepts will get you confident and prepared for test day.

This book contains more than 600 important concepts, terms, and practice questions in language arts. The cards are organized by topic for easy access. It works well as a stand-alone study tool for the GED® RLA Test, but it is recommended that it be used to supplement additional preparation for the exam.

The following are some suggestions for making the most of this effective resource as you structure your study plan:

- Do not try to review this entire book all at once. Cramming is not the most effective approach to test prep. The best approach is to build a realistic study schedule that lets you review one topic each day (refer to the table of contents to see where each new topic begins).
- Mark the cards that you have trouble with so that they will be easy to return to later for further study.
- Make the most of this book's portability—take it with you for studying on car trips, between classes, while commuting, or whenever you have some free time.

■ Visit the official GED® test website for additional information to help you prepare for test day.

Best of luck on the exam—and in earning your high school equivalency credential!

KEY TERMS

ABSTRACT LANGUAGE

.....

ABSTRACT NOUNS

.....

ACTIVE VOICE

Words or phrases that refer to intangible ideas or to classes of people and objects rather than the people or things themselves. Abstractions are built on concrete ideas.

.....

A type of noun that can't be detected using your five senses (sight, hearing, smell, touch, and taste).

.....

In an active sentence, the subject performs the action of the verb. The person or thing that performs the action is named before the verb.

Examples:

James filed the papers yesterday.

Jin Lee sang the song beautifully.

ADJECTIVE

.....

ADVERB

.....

ALLITERATION

A word that describes a noun or pronoun in a sentence. Adjectives answer one of three questions about another word in a sentence:

Which one?	What kind?	How many?
<i>that</i> book	<i>romance</i> novel	<i>several</i> chapters
the <i>other</i> class	<i>steep</i> expense	<i>multiple</i> choices
the <i>last</i> song	<i>jazzy</i> melody	<i>six</i> awards

.....

A word that describes verbs, adjectives, and other adverbs. Adverbs answer one of four questions about another word in the sentence:

Where?	When?	How?	To what extent?
The plane flew <i>south</i> .	Jude arrived <i>early</i> .	She sang <i>beautifully</i> .	Anthony is very talented.
Put the chair <i>here</i> .	She registered <i>late</i> .	The system is behaving <i>erratically</i> .	Eleanor is still <i>extremely</i> ill.

.....

The repetition of sounds, especially at the beginning of words. For example, “She sells seashells down by the seashore” and “Peter Piper picked a peck of pickled peppers” are both alliterative phrases.

ANTAGONIST

.....

ANTECEDENT

.....

APOSTROPHE

The person, force, or idea working against the protagonist.

.....

The word or words to which a specific pronoun refers. In the sentence “Denise lost an earring and she can’t find it,” *Denise* is the antecedent of the pronoun *she*, and *earring* is the antecedent of the pronoun *it*.

.....

A symbol (') used to show possession; it shows to whom or what a noun belongs.

APPOSITIVE

.....

ASIDE

.....

AUTOBIOGRAPHY

A word or group of words that immediately follows a noun or pronoun. The appositive makes the pronoun more defined by explaining or identifying it.

.....

In drama, when a character speaks directly to the audience or another character concerning the action on stage, but only the audience or character addressed in the aside is meant to hear.

.....

The true account of a person's life written by that person.

BALLAD

.....

BLANK VERSE

.....

CAUSE AND EFFECT

A poem that tells a story, usually rhyming. Typically, only the second and fourth lines of a quatrain are rhymed. It follows the rhyme scheme: *abcb defe ghih*, and so on.

.....

Poetry in which the structure is controlled only by a metrical scheme. Also called *metered verse*.

.....

A relationship wherein one action or event (*the cause*) creates another action or event (*the effect*).

Example:

Because she'd studied for her test every morning during her commute to work, Maria felt ready to take the test.

Cause: Maria studied every morning during her commute.

Effect: Maria feels ready to take the test.

CHARACTERS

.....

CLAUSE

.....

CLICHÉ

People created by an author to carry the action, language, and ideas of a story or play.

.....

A group of words that contains both a subject and a predicate.

.....

A tired, overused word or phrase.

CLIMAX

.....

CLOSET DRAMA

.....

COLLOQUIALISM

The turning point or high point of action and tension in the plot.

.....

A play that is meant only to be read, not performed.

.....

Informal word or phrase such as *a lot*, *in a bind*, *pulled it off*, and so on. These words are regularly used in conversations between friends, rather than in official written communication.

COLON

.....

COMEDY

.....

Symbol (:) used to introduce a list of items; the part before the colon should be a complete sentence.

Use a colon after an independent clause to introduce a list.

Travis requested his favorite meal for his birthday: pizza, cheese bread, and ice cream.

Use a colon after an independent clause to introduce a quotation.

Emily explained her reason for leaving the magazine: “It’s a dead-end job, no matter how hard I work.”

Use a colon between two independent clauses when you want to emphasize the second clause.

The result of the poll was clear: Obama would probably win the election.

.....

Humorous writing or ideas.

.....

COMMA

.....

COMMA SPLICE

.....

Symbol (,) used to separate items in lists of similar words, phrases, or clauses to make the material easier for a reader to understand. Commas are often used before the final conjunction in a sentence.

Use commas to separate three or more items in a series that includes the word *and* or *or*.

I lost my wallet, my gloves, and my car keys all on one day.

Do not use a comma when only two items are joined by *and* or *or*.

Bring the paperwork and three forms of ID to the office.

Use a comma after an introductory phrase.

In the end, Jamie was glad she worked all weekend painting her room.

Use a comma before a conjunction that joins two independent clauses.

I wanted to go to the movies, *but* I didn't have enough money to pay for the ticket.

Use commas to separate an appositive from the rest of the sentence.

Renita, *the tall girl down the hall*, will pick up my mail while I am on vacation.

Use a comma when a dependent clause comes before the independent clause.

After I complete my degree, I plan to move to Los Angeles.

Use a comma to separate the year in a date.

March 14, 2008, is my daughter's birthday.

Use commas to separate a state name from a city name (or a country name from a city name, etc.).

Kansas City, Kansas, is my birthplace.

.....

A type of run-on sentence in which a comma is used in place of a semicolon to join two independent clauses without a conjunction. Comma splices can be corrected by putting a semicolon in place of the comma or by adding a conjunction after the comma.

.....

COMMENTARY

.....

COMMON NOUNS

.....

Writing that explains or illuminates other works of literature or art.

.....

A noun (person, place, or thing) that is not always capitalized.

.....

COMPARE AND CONTRAST

.....

Comparing and contrasting are common techniques in writing. They can be used for many reasons—for example, to describe a character more colorfully or to provide support for an argument that the writer is trying to make.

When we want to explain something, we often **compare** (showing how two or more things are similar).

When we want to show how things are different or not alike, we **contrast** them.

Here are words and phrases that can be used to show similarity:

similarly
in the same way
likewise
and
like
also
just as

Here are words and phrases that can be used to show difference:

however
conversely
yet

on the contrary
nevertheless
but

.....

COMPLETE SENTENCE

.....

COMPLEX SENTENCE

.....

COMPLICATION

A group of words that expresses a complete thought and has a verb and a subject. Also called an *independent clause*.

Independent clause: She was excited.

Dependent clause: Because she was excited.

Notice that the dependent clause is incomplete; it needs an additional thought to make a complete sentence, such as:

She spoke very quickly because she was excited.

The independent clause, however, can stand alone. It is a complete thought.

.....

A sentence that contains both a dependent clause and an independent clause (they're joined together by the subordinating conjunction that's built into the dependent clause). A complex sentence can begin with either the independent clause or the dependent clause.

Examples:

While you were sleeping / , / the thunderstorm came through the city.

Dependent clause / comma / independent clause

The thunderstorm came through the city / while you were sleeping.

Independent clause / no comma / dependent clause

Because the city received so much snow / , / school will be canceled today.

Dependent clause / comma / independent clause

School will be canceled today / because the city received so much snow.

Independent clause / no comma / dependent clause

.....

The series of events that “complicate” the plot and build up to the climax.

CONCLUSION

.....

CONFLICT

.....

CONJUNCTION

The last stage in a narrative of the scientific method, where explanations are made about why the patterns identified in the analysis stage occurred.

.....

A struggle or clash between people, forces, or ideas.

.....

A joining word such as *and*, *but*, *or*, *for*, *nor*, *so*, or *yet*.

CONJUNCTIVE ADVERB

.....

CONNECTION

.....

CONNOTATION

An adverb that joins independent clauses. Conjunctive adverbs are punctuated differently than regular conjunctions.

also	indeed	now
anyway	instead	otherwise
besides	likewise	similarly
certainly	meanwhile	still
finally	moreover	then
furthermore	namely	therefore
however	nevertheless	thus
incidentally	next	undoubtedly

.....

A technique used to tie characters or events together in a piece of writing, often used to heighten drama or reveal the theme.

.....

Implied or suggested meaning. For example, the word *slim* has a different connotation than the word *thin*; *slim* suggests more grace and class than *thin*.

CONTEXT

.....

CONTRACTION

.....

COORDINATING CONJUNCTIONS

The words and sentences surrounding a word or phrase that help determine the meaning of that word or phrase.

.....

The process of joining together two words to create one shorter word. An apostrophe replaces the letter(s) removed in the process.

.....

Words that are used to connect independent clauses together to create one longer sentence. The most common coordinating conjunctions are *and*, *but*, *or*, *yet*, and *so*.

COUPLET

.....

DANGLING MODIFIERS

.....

DENOTATION

A pair of rhyming lines in poetry.

.....

Words, phrases, or clauses that mistakenly modify the wrong noun or pronoun.

Examples:

Incorrect: Worn and tattered, Uncle Joe took down the flag.	Correct: Uncle Joe took down the flag, which was worn and tattered. OR Uncle Joe took down the worn, tattered flag.
Incorrect: While making breakfast, the smoke alarm went off and woke the baby.	Correct: While I was making breakfast, the smoke alarm went off and woke the baby.

.....

Exact or dictionary meaning. For example, the words *slim* and *thin* have a similar denotation.

DENOUEMENT

.....

DEPENDENT CLAUSES

.....

DEPRESSION

The resolution or conclusion of the action.

.....

Clauses that express an incomplete thought and cannot stand on their own. They need to be attached to an independent clause in order to fully make sense.

Examples:

After Emily won the contest.
That you should avoid eating in order to lose weight.
Before they brought the potato salad.

.....

A prolonged and severe period of low economic productivity and incomes.

DESCRIPTIVE ELEMENTS

.....

DIALECT

.....

DIALOGUE

Details provided by authors to help readers create a mental picture.
Descriptive details in writing let you more easily visualize a person, place, object, or event.

Examples:

They rose when she entered—a small, fat woman in black, with a thin gold chain descending to her waist and vanishing into her belt, leaning on an ebony cane with a tarnished gold head. Her skeleton was small and spare; perhaps that was why what would have been merely plumpness in another was obesity in her. She looked bloated, like a body long submerged in motionless water, and of that pallid hue. Her eyes, lost in the fatty ridges of her face, looked like two small pieces of coal pressed into a lump of dough as they moved from one face to another while the visitors stated their errand.

Descriptive elements:

- a small, fat woman in black
- a thin gold chain descending to her waist and vanishing into her belt
- leaning on an ebony cane with a tarnished gold head

.....

Language that differs from the standard language in grammar, pronunciation, and idioms (natural speech versus standard English); language used by a specific group within a culture.

.....

The verbal exchange between two or more people; a conversation.

DICTION

.....

DOUBLE NEGATIVE

.....

DRAMA

The particular choice and use of appropriate words; combining them in the right way to communicate your message accurately.

.....

A negative word added to a statement that is already negative. For example, *I don't want nothing*.

Examples:

Incorrect: He doesn't have no idea what she's talking about.

Correct: He doesn't have any idea what she's talking about.

.....

Literature that is meant to be performed.

DRAMATIC IRONY

.....

ELEGY

.....

ELLIPSIS

When a character's speech or actions have an unintended meaning that is known to the audience but not to the character.

.....

A poem that laments the loss of someone or something.

.....

Symbol (. . .) used to show that quoted material has been omitted, or to indicate a pause or hesitation.

EM DASH

.....

ESSAY—STRUCTURE

.....

EXACT RHYME

A specialized punctuation mark (—) that can be used to mark a sudden break in thought or to insert a comment, emphasize explanatory material, indicate omitted letters or words, or connect a beginning phrase to the rest of the sentence.

.....

Every essay you write should follow this basic structure:

- **Introduction** (states your thesis)
- **Body** (explains and supports your thesis with evidence from the passage and your insights)
- **Conclusion** (brings closure and restates your thesis)

.....

The repetition of identically stressed sounds at the ends of words (e.g., *cat* and *hat*; *laugh* and *staff*; *refine* and *divine*).

EXPOSITION

.....

EYE RHYME

.....

FACT

The conveyance of background information necessary to understand the complication of the plot.

.....

Words that look like they should rhyme because of spelling, but because of pronunciation, they do not (e.g., *slaughter* and *laughter*; *enough* and *though*; *bough* and *through*).

.....

A statement of truth. It is based on direct evidence, actual experience, or observation.

Examples:

Fact: Today, the president of Northeast Airlines, Maria Delgado, announced that she is lowering employee pay by 50%, discontinuing health insurance, and reducing vacation time by 30%.

Opinion: In her announcement today, the president of Northeast Airlines, Maria Delgado, showed that she cares more about money than her employees' welfare by slashing pay and vacation time and axing health insurance.

FACTOR

.....

FALLING ACTION

.....

FEET

One of two or more numbers or variables that are being multiplied together.

.....

The events that take place immediately after the climax, in which loose ends of the plot are tied up.

.....

In poetry, a group of stressed and unstressed syllables.

FICTION

.....

FIGURATIVE LANGUAGE

.....

FIRST-PERSON POINT OF VIEW

Prose literature about people, places, and events invented by the author.

.....

Comparisons not meant to be taken literally but used for artistic effect, including similes, metaphors, and personification.

.....

A piece of writing told from the *I* (singular) or *we* (plural) perspective.

FLASHBACK

.....

FREE VERSE

.....

FUNCTIONAL TEXTS

When an earlier event or scene is inserted into the chronology of the plot.

.....

Poetry that is free from any restrictions of meter and rhyme.

.....

Literature that is valued mainly for the information it conveys, not for its beauty of form, emotional impact, or message about human experience.

FUTURE PERFECT TENSE

.....

FUTURE PROGRESSIVE TENSE

.....

FUTURE TENSE

Verb form that shows continuing actions that will be completed at a certain time in the future. For example, “By 2020, I *will have lived* in New York for 20 years,” and “By 2020, I *will have been living* in New York for 20 years.”

.....

Verb form that shows continuing actions in the future. For example, “*I will be running* in next year’s Boston Marathon.”

.....

Verb form that shows action that has yet to happen. For example, “I will move to Florida when I retire.”

GENRE

.....

GERUNDS

.....

HAIKU

Category or kind; in literature, the different kinds or categories of texts.

.....

Nouns that are created by taking a verb and adding the *-ing* suffix.

Examples:

Tracy enjoys <i>running</i> on the beach.
The <i>loading</i> dock is outside the back door.
Keza thought that by <i>taking</i> the train she would save money and time.
Noriel was afraid of <i>offending</i> her host, but she couldn't eat dinner.
We should discuss <i>buying</i> a new computer.
I quit <i>smoking</i> .

.....

A short, imagistic poem of three unrhymed lines of five, seven, and five syllables, respectively.

HALF-RHYME

.....

HOMONYM

.....

HYPERBOLE

The repetition of the final consonant at the end of words (e.g., *cat* and *hot*; *adamant* and *government*; *soul* and *all*).

.....

A set of distinct words with different meanings and spellings that are pronounced alike.

.....

Extreme exaggeration not meant to be taken literally, but done for effect. For example, “I am so hungry I could eat a horse.”

HYPHEN

.....

IAMBIC PENTAMETER

.....

IMAGERY

Symbol (-) used to join words in creating compound nouns or adjectives. Hyphens can be used to do the following: join two coequal nouns working together as one (e.g., teacher-poet); join multiword compound nouns (e.g., up-to-date); join two or more words that function as a single adjective preceding the noun (e.g., a soft-spoken person); and join prefixes and suffixes to words (e.g., ex-husband, secretary-elect).

.....

A metrical pattern in poetry in which each line has ten syllables (five feet) and the stress falls on every second syllable. The *da-dum* of a human heartbeat is the most common example of this rhythm: *da-dum, da-dum, da-dum*.

.....

The representation of sensory experiences through language. For example, “Her face blossomed when she caught a glimpse of him.”

INDEPENDENT CLAUSE

.....

INFERENCE

.....

INFINITIVE

A group of words that expresses a complete thought and can stand on its own as a sentence.

Examples:

She was excited.
It started snowing.
She jumped up and down in excitement.

.....

A conclusion based on reason, fact, or evidence.

.....

An infinitive is the base form of the verb plus the word. The infinitive form can be used in many ways in a sentence.

Examples:

to go	to return
to dream	to work
to eat	to buy

INFINITIVE PHRASE

.....

INTERROGATIVE PRONOUN

.....

IRONY

A phrase that begins with the infinitive form of a verb (one that follows the word *to*) that functions as a noun, an adjective, or an adverb in a sentence. For example, “He helped *to build the roof*.”

.....

A pronoun that is used to ask a question.

.....

The use of words to express something other than and especially the opposite of the literal meaning.

IRREGULAR VERBS

.....

JARGON

.....

LITERARY TEXTS

Verbs that don't follow the standard rules for changing tense. Many irregular verbs form the past tense by changing the vowel to *a*.

Examples:

Present	Simple Past
begin	began
sing	sang
spring	sprang
come	came
overcome	overcame
run	ran

.....

Technical, wordy language used by those associated with a trade or profession.

.....

Literature valued for its beauty of form, emotional impact, and message(s) about the human experience.

LITERATURE

.....

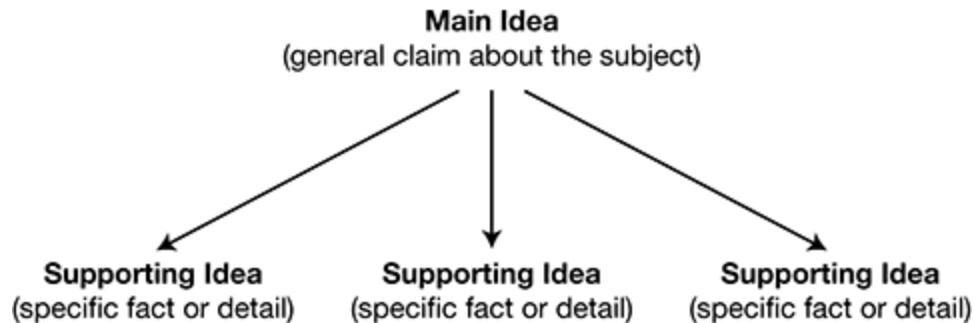
MAIN IDEA

.....

Any written or published text.

.....

The overall fact, feeling, or thought a writer wants to convey about his or her subject. It is the idea that holds together or controls the passage.



Example:

Erik always played cops and robbers when he was a boy; now, he's a police officer. Suzanne always played school as a little girl; today, she is a high-school math teacher. Kara always played store; today, she owns a chain of retail clothing shops. Long before they are faced with the question, "What do you want to be when you grow up?" some lucky people know exactly what they want to do with their lives.

The main idea of this passage: Some lucky people know exactly what they want to do with their lives.

.....

MELODRAMA

.....

MEMOIR

.....

METAPHOR

A play propelled by exaggerated emotion and action, with a happy ending.

.....

An autobiographical text that focuses on a limited number of events and explores their impact on the author.

.....

A type of figurative language that compares two things by saying they are equal.

Examples:

He is the <i>apple</i> of my eye.
Janie was the <i>heart</i> of the organization: All ideas came from her and circulated back to her for her feedback.
His smile is a <i>ray of sunshine</i> that makes people feel happy, no matter how down they are.

METER

.....

MISPLACED MODIFIERS

.....

MONOLOGUE

The number and stress of syllables in a line of poetry.

.....

Words, phrases, or clauses that describe nouns and pronouns, but are placed too far away (in a sentence) from the words they describe.

Examples:

Incorrect: Ten minutes later, a sad-looking man in a dirty suit with yellow teeth entered the room.
Correct: Ten minutes later, a sad-looking man who wore a dirty suit and had yellow teeth entered the room.
Incorrect: She gave away homemade treats to the kids wrapped in tin foil.
Correct: She gave away homemade treats wrapped in tin foil to the kids.

.....

In drama, a play or part of a play performed by one character speaking directly to the audience.

NARRATOR

.....

NOMINATIVE CASE

.....

NONFICTION

In fiction, the character or person who tells the story.

.....

The case of a noun or pronoun used as the subject or a complement following a linking verb (*am, is, are, was, were*—any form of *be*).

.....

Prose literature about real people, places, and events.

NONRESTRICTIVE CLAUSE

.....

OBJECTIVE CASE PRONOUN

.....

OBSERVATION

A group of words that simply adds information, but is not essential to the basic meaning of a sentence (if it is removed, the basic meaning of the sentence is not changed). Nonrestrictive clauses must be set off by commas. Also known as a *nonessential clause*.

.....

Word used as the object following an action verb or as the object of a preposition.

.....

The process of looking carefully at a piece of text and noticing specific things about *how it is written*. You may notice, for example, the point of view that the author has chosen.

You may also notice:

- Particular words and phrases the writer uses
- The way those words and phrases are arranged in sentences and paragraphs
- Repeated word or sentence patterns
- Important details about people, places, and things

ODE

.....

OMNISCIENT NARRATOR

.....

OMISSION

A poem that celebrates a person, place, or thing.

.....

A third-person narrator who knows and reveals the thoughts and feelings of the characters.

.....

The intentional absence of information from a piece of writing, often employed for dramatic or creative effect.

ONOMATOPOEIA

.....

OPINION

.....

PARAGRAPH

When the sound of a word echoes its meaning (e.g., *bang*, *beep*, *splash*).

.....

A statement of belief, judgment, or feeling. It shows someone's personal thoughts about a subject.

.....

A group of sentences about the same idea.

PARALLEL STRUCTURE

.....

PARENTHESES

.....

PAST PERFECT PROGRESSIVE TENSE

Two or more equivalent ideas in a sentence that have the same purpose, presented in the same form.

Example:

Not parallel: We came, we saw, and it was conquered by us.

(The first two clauses use the active *we + past-tense verb* construction; the third uses a passive structure with a prepositional phrase.)

Parallel: We came, we saw, we conquered.

(All three clauses start with *we* and use a past-tense verb.)

.....

Symbols () used to enclose explanatory material that interrupts the normal flow of a sentence. They also enclose information when accuracy is essential and enclose letters or numbers in a list, marking a division from the rest of the text.

.....

Verb form that shows continuing action that began in the past.

Examples:

She <i>had been painting</i> the door before the cat scratched it.
She <i>was walking</i> when the rain started.
When the phone rang, they <i>were singing</i> .
While they <i>were singing</i> , the phone rang.

PAST PERFECT TENSE

.....

PAST PROGRESSIVE TENSE

.....

PAST TENSE

Verb form that shows an action completed in the past or completed before some other past action.

Examples:

Kristen <i>had never been</i> to an opera before last night.
Yesterday, Theresa told me that she thought Harry <i>had cheated</i> on her during their honeymoon.
Jack’s vacation was cut short when he broke his ankle in London, but he <i>had had</i> the time of his life in Paris.
Aisling’s parents <i>had always wanted</i> her to become a doctor, but in college she decided to become an English major.

.....

Verb form that shows a continuing action in the past. For example, “We *were eating* dinner when the phone rang.”

.....

Verb form that shows action that happened in the past. For example, “He *washed* his car.”

PERSONIFICATION

.....

PLOT

.....

POETRY

Figurative language that endows nonhuman or nonanimal objects with human characteristics.

Example:

The candle flame danced in the dark.

A candle flame cannot actually dance; this is a different way to describe that the flame flickered.

.....

The ordering of events in a story.

.....

Literature written in verse.

POINT OF VIEW

.....

POSSESSIVE NOUNS

.....

The perspective from which something is told or written.

.....

A possessive noun shows the ownership that the noun has over something else. To make a noun possessive, add the following to the end of the word:

- **For most singular nouns:** Add an apostrophe and the letter *s*.
- **For most plural nouns:** Add just an apostrophe.

Examples:

Anthony's office	the dog's bones (one dog has bones)
the child's blanket	the dogs' bones (two or more dogs have bones)
the two brothers' toys	the children's books
the ladies' room	the mice's cheese

.....

POSSESSIVE PRONOUNS

.....

PRESENT PERFECT PROGRESSIVE TENSE

.....

PRESENT PERFECT TENSE

Pronouns that show ownership. Some possessive pronouns function as nouns themselves, while some function as adjectives and are used to describe a noun.

Examples:

Possessive (adjective)	Possessive (noun)
my	mine
your	yours
his	his
her	hers
its (no apostrophe)	—
our	ours
whose	whose
their	theirs

Incorrect:	The purple and green balloons were <i>their's</i> .
Correct:	The purple and green balloons were <i>theirs</i> .
Incorrect:	<i>It's</i> tail was long and furry.
Correct:	<i>Its</i> tail was long and furry.

.....

Verb form that shows action that began in the past and is continuing in the present. For example, “They *have been talking* for the last hour.”

.....

Verb form that shows an action that began in the past. For example, “I *have seen* that movie ten times.”

PRESENT PROGRESSIVE TENSE

.....

PRESENT TENSE

.....

PRONOUN

Verb form that shows an action happening now. It ends in *-ing* and is accompanied by one of the following helping verbs: *am/is/are* (the present tense of the verb *to be*).

Examples:

Adam <i>is driving</i> to the fair.
They <i>are sleeping</i> .
They <i>are walking</i> to the picnic.

.....

Verb form that shows action that happens now or action that happens routinely.

Example:

I *run* in the park.

.....

A pronoun is a word that replaces or refers to a noun.

Examples:

	Singular	Plural
First person	I, me	we, us, our
Second person	you	you (all)
Third person	he, she, it, one	they, them, their

PROPER NOUNS

.....

PROSE

.....

PROTAGONIST

Nouns that name a specific person, place, or thing. Proper nouns must be capitalized. Some examples of proper nouns include days of the week, holidays, historical events, names of people, landmarks, cities and states, names of products, and works of art and literature.

Examples:

People	Places	Things/Events/Etc.
Eleanor Roosevelt Lady Gaga John F. Kennedy George Bush, Sr. Uncle Tim Mayor Ed Koch Queen Elizabeth	United States of America China Los Angeles North Fourth Street Central Park Union Station Eiffel Tower Woodside Hospital	Philadelphia Eagles United Airlines Crest Oscar Mayer ESPN NASA Saturn Battle of Bunker Hill St. Patrick's Day Fourth of July <i>Car and Driver</i> (the magazine) <i>Modern Family</i> (the TV show) <i>In the Name of the Father</i> (the movie) "Livin' on a Prayer" (the song)

.....

Literature that is not written in verse or dramatic form.

.....

The hero or main character of a story who faces the central conflict.

PUN

.....

PURPOSE

.....

QUATRAIN

A play on the meaning of a word.

.....

An author's purpose is the reason that he or she decides to write about a specific topic.

.....

In poetry, a stanza of four lines.

QUOTATION MARKS

.....

READABILITY

.....

Symbols (“ ”) used to set off a direct quotation or thought within a sentence or paragraph.

They are also used to set off unfamiliar terms and nicknames. Do not use quotation marks for paraphrases or indirect quotations.

Examples:

Quotation marks are used around **direct quotes**:

- Uncle John said, “It has been years since I have seen my sister’s children.”
- “I refuse to pay for this meal,” Laura shouted, “because there is a bug in my salad!”

Quotation marks are also used around the **names of poems, song titles, short stories, magazine or newspaper articles, essays, speeches, chapter titles**, and other short works:

- Her daughter would not stop singing “Row, Row, Row Your Boat” as they drove to the lake.
- My favorite poem is “Wild Geese,” by Mary Oliver.

.....

Techniques and strategies that writers use to make information easier to process, including the use of headings and lists.

.....

REDUNDANCY

.....

REGULAR VERBS

.....

REFLEXIVE PRONOUN

The same idea expressed twice using different words; words with meanings that overlap.

The use of unnecessary words or phrases:

Redundant: Turn left at the green colored house.

Correct: Turn left at the green house.

Unnecessary repetition of nouns or pronouns:

Redundant: Riva she couldn't believe her ears.

Correct: Riva couldn't believe her ears.

.....

Verbs that follow a standard set of rules for forming the simple past tense, like *interrupted* and *carried*.

.....

A pronoun that includes the word *self* or *selves*: *myself*, *yourself*, *himself*, *herself*, *ourselves*, *themselves*.

REPETITION

.....

RESTRICTIVE CLAUSE

.....

RHYME

A writing technique in which the author repeats certain words, phrases, symbols, actions, or ideas, or has certain characters reappear throughout a story. This is often a clue that those words, phrases, characters, and so on have a special importance.

.....

A group of words that, if omitted from a sentence, changes the entire meaning of the sentence, or even makes the sentence untrue. The restrictive clause is not set off with commas. Also known as an *essential clause*.

.....

The repetition of an identical or similar stressed sound(s) at the end of words.

RHYTHM

.....

RUN-ON SENTENCE

.....

SARCASM

The overall sound or “musical” effect of the pattern of words and sentences.

.....

A sentence in which independent clauses have been run together without punctuation (a period, semicolon, or comma). Sometimes no punctuation is used at all, while other times there is just a comma between the two thoughts.

There are several ways to correct run-on sentences:

- Add a **period**, a **question mark**, or an **exclamation point** to create separate sentences.
- Add a **conjunction** (and a comma, if needed) to join the clauses together.
- Add a **semicolon** to join the clauses together.
- Add a **dash** or **colon** to join the clauses together.
- **Rewrite** one or more of the clauses.

.....

Sharp, biting language intended to ridicule its subject.

SATIRE

.....

SECOND-PERSON POINT OF VIEW

.....

SEMICOLON

A form of writing that exposes and ridicules its subject with the hope of bringing about change.

.....

A narrative from the *you*, *your*, or *yours* perspective.

.....

Symbol (;) used to separate independent clauses. This includes independent clauses that are joined without a conjunction, independent clauses that contain commas even if the clauses are joined by a conjunction, and independent clauses connected with a conjunctive adverb, such as: Every Friday we go out for dinner and see a movie; it is our reward for a long week at work.

SENTENCE FRAGMENT

.....

SEQUENCE

.....

SETTING

An incomplete sentence segment that is lacking either a subject or a predicate. Also called an *incomplete sentence*. To correct a fragment, add the missing subject or verb or otherwise change the sentence to complete the thought.

Incomplete: Which is simply not true. (No subject: *Which* is not a subject.)

Complete: *That* is simply not true.

Incomplete: For example, the French Revolution. (No verb.)

Complete: *The best example is* the French Revolution.

.....

The order in which events happen over time. For example, some writing describes events **chronologically**: in the same order that they occurred in real life (or in the make-believe world of a novel or a short story).

.....

The time and place in which a story unfolds.

SIMILE

.....

SIMPLE PAST TENSE

.....

A type of figurative language that compares two things using *like* or *as*.

Examples:

As blind <i>as</i> a bat.
His smile is <i>like</i> a ray of sunshine.
My puppy Waldo is <i>as</i> sweet as a teddy bear.
Running errands for my boss is <i>as much fun as</i> going to the dentist.

.....

The verb form that expresses what happened at a specific moment in the past.

Examples:

It *rained* for three hours yesterday.

She *opened* the door and *welcomed* the guests.

Julio *ate* an entire pizza last night.

.....

SIMPLE PRESENT TENSE

.....

SITUATIONAL IRONY

.....

SOLILOQUY

The verb form that communicates facts or indicates that something occurs on a regular basis.

Examples:

The assistants *commute* to work on the subway, but their boss *takes* a limo.

I *commute* to work every morning on the subway. She *speaks* English.

I *am* from Philadelphia.

Formation:

The simple present tense of regular verbs is formed as follows, using the verb *to drive* as an example:

	Singular	Plural
First person (I/we)	Base form (drive)	Base form (drive)
Second person (you)	Base form (drive)	Base form (drive)
Third person (he/she) (they)	Base form plus -s or -es (drives)	Base form plus -s or -es (drives)

.....

The tone that results when there is incongruity between what is expected to happen and what actually occurs.

.....

In drama, a speech made by a character who reveals his or her thoughts to the audience as if he or she is alone and thinking aloud.

SONNET

.....

SPEAKER

.....

STAGE DIRECTIONS

A poem composed of 14 lines, usually in iambic pentameter, with a specific rhyme scheme.

.....

In poetry, the voice or narrator of the poem.

.....

In drama, the instructions provided by the playwright that explain how the action should be staged, including directions for props, costumes, lighting, tone, and character movements.

STANZA

.....

STRUCTURE

.....

STYLE

A group of lines in a poem; a poetic paragraph.

A Poison Tree

I was angry with my friend:
I told my wrath, my wrath did end.
I was angry with my foe;
I told it not, my wrath did grow.



stanza 1

And I water'd it in fears,
Night & morning with my tears;
And I sunned it with smiles,
And with soft deceitful wiles.



stanza 2

And it grew both by day and night,
Till it bore an apple bright.
And my foe beheld it shine,
And he knew that it was mine.



stanza 3

And into my garden stole
When the night had veil'd the pole;
In the morning glad I see
My foe outstretch'd beneath the tree.



stanza 4

.....

The manner in which a work of literature is organized; its order of arrangement and divisions.

.....

The manner in which a text is written, composed of word choice, sentence structure, and level of formality and detail.

SUBGENRE

.....

SUBJECT

.....

SUBJECT AND OBJECT PRONOUNS

A category within a larger category.

.....

Someone or something that performs the action or serves as the main focus of a sentence.

The subject of a sentence can be singular or compound (plural):

I slept all day. *Kendrick and I* worked all night.

.....

It's important to know the difference between subject and object pronouns:

Subject	Object
I	me
you	you
he	him
she	her
it	it
we	us
who	whom
they	them

SUBJECT-VERB AGREEMENT

.....

SUBORDINATE CLAUSE

.....

The rule that states that the subject in a clause—the person or thing doing the action—must match the verb in number. For example, if the subject is singular, the verb must be singular; if the subject is plural, the verb must be plural.

Examples:

Incorrect: <i>They doesn't</i> have a chance against Coolidge.
Correct: <i>They don't</i> have a chance against Coolidge.
Incorrect: <i>That boxer don't</i> have a chance against Carl.
Correct: <i>That boxer doesn't</i> have a chance against Carl.
Incorrect: <i>The jury have</i> left the courtroom to make their decision.
Correct: <i>The jury has left</i> the courtroom to make its decision.

.....

A group of words that has both a subject and a verb but (unlike an independent clause) cannot stand alone as a sentence. Also known as a *dependent clause*.

.....

SUBORDINATING CONJUNCTION

.....

Words used to connect clauses, such as *after*, *because*, and *unless*.

Examples:

Subordinating Conjunction	Use	Example
because since so that in order that	To show cause and effect or purpose	We are attending class <i>because</i> we want to pass our GED® test. <i>Since</i> I no longer work at Cost Club, I can't receive an employee discount. I lived next to Beekman Junior College <i>so that</i> I could walk to school every day.
before after while when whenever until once as soon as as long as	To show time or time sequence	<i>Before</i> I lived in Mason City, I lived in Des Moines. I break out in hives <i>whenever</i> I eat strawberries. I can handle the stress at work <i>as long as</i> I exercise daily.
though although even though whereas	To show contrast	Peter passed the test <i>even though</i> he was very nervous. Wendy loves to read books for school, <i>although</i> she gets distracted easily. Jake was horrible at keeping a budget, <i>whereas</i> Bob always had his money in order.
if unless whether	To show a condition	<i>If</i> you study hard and come to class, you will succeed. You cannot take the exam <i>unless</i> you have proper identification.
as though as if as much as	To show similarity	She looked <i>as though</i> she had seen a ghost. <i>As much as</i> I want to visit my daughter, I don't think I'll be able to until next year.
where wherever	To show place	The children want to know <i>where</i> their parents used to live.

.....

SUPPORTING DETAILS

.....

SUSPENSE

.....

SYMBOL

A set of specific facts and ideas that explain and support the main idea of a piece of writing. These details provide you with a more complete picture of what the author is trying to say.

Examples:

Today’s postal service is more efficient and reliable than ever before. Mail that used to take months to move by horse and foot now moves around the country in days or hours by truck, train, and plane. First-class mail usually moves from New York City to Los Angeles in three days or less. If your letter or package is urgent, the U.S. Postal Service offers Priority Mail and Express Mail services. Priority Mail is guaranteed to go anywhere in the United States in two days or less. Express Mail will get your package there overnight.

Supporting details:

- Mail that used to take months to move by horse and foot now moves around the country in days or hours by truck, train, and plane.
- Priority Mail is guaranteed to go anywhere in the United States in two days or less.

.....

The state of anxiety caused by an undecided or unresolved situation.

.....

A person, place, or object invested with special meaning to represent something else.

THEME

.....

THESIS

.....

THESIS STATEMENT

The overall meaning or idea of a literary work.

Examples:

Lesson or message	You can reach your goals more easily if you block out your problems and focus only on your goal.
Question	Do you lose part of yourself when you leave your culture? Is it better to stay where you are and face the difficulties there, or do you become more of your real self when you leave your culture and make your own way in the world?
Specific idea about life or people	Desperation brings out the very worst in people and the very best.
General concept	For instance, perhaps the novel is an exploration of the theme of youth and aging.

.....

The main idea of a nonfiction text.

.....

The sentence(s) that expresses an author's thesis.

THIRD-PERSON POINT OF VIEW

.....

TONE

.....

A narrative told from the *he*, *she*, or *it* perspective.

.....

A writer's emotional attitude toward the subject or audience. The mood or attitude conveyed by writing or voice.

Here are some common words used to describe tone:

<i>cheerful</i>	<i>hopeful</i>	<i>sad</i>	<i>gloomy</i>
<i>apologetic</i>	<i>critical</i>	<i>sincere</i>	<i>insincere</i>
<i>sarcastic</i>	<i>ironic</i>	<i>playful</i>	<i>demanding</i>
<i>bossy</i>	<i>indifferent</i>	<i>anxious</i>	<i>respectful</i>
<i>disrespectful</i>	<i>foreboding</i>	<i>uncertain</i>	<i>threatening</i>
<i>matter-of-fact</i>	<i>somber</i>	<i>grateful</i>	<i>annoyed</i>
<i>humorous</i>	<i>mocking</i>	<i>defeated</i>	<i>uplifting</i>
<i>timid</i>	<i>joyful</i>	<i>secure</i>	<i>insecure</i>
<i>hesitant</i>	<i>bold</i>	<i>rude</i>	<i>proud</i>
<i>complimentary</i>	<i>angry</i>	<i>confident</i>	<i>mischievous</i>

.....

TOPIC SENTENCE

.....

TRAGEDY

.....

TRAGIC FLAW

The sentence in a paragraph that expresses the main idea of that paragraph.

Example:

Today's postal service is more efficient and reliable than ever before. Mail that used to take months to move by horse and foot now moves around the country in days or hours by truck, train, and plane. First-class mail usually moves from New York City to Los Angeles in three days or less. If your letter or package is urgent, the U.S. Postal Service offers Priority Mail and Express Mail services. Priority Mail is guaranteed to go anywhere in the United States in two days or less. Express Mail will get your package there overnight.

The topic sentence of the passage: **Today's postal service is more efficient and reliable than ever before.**

.....

A play that presents a character's fall due to a tragic flaw.

.....

The characteristic of a hero in a tragedy that causes his or her downfall.

TRAGIC HERO

.....

TRAGICOMEDY

.....

UNDERSTATEMENT

The character in a tragedy who falls from greatness and accepts responsibility for that fall.

.....

A tragic play that includes comic scenes.

.....

A statement that is deliberately restrained.

VERB

.....

VERBAL IRONY

.....

VOICE

A word or phrase that explains an action.

Examples:

want	am
run	is
take	are
give	was
were	be
She <i>yelled</i> out the window.	
I <i>am</i> happy to be here.	
I should ask Winston what he thinks.	

.....

When the intended meaning of a word or phrase is the opposite of its expressed meaning. For example, “It’s as pleasant as a root canal” implies that whatever occurred was not pleasant at all.

.....

In nonfiction, the sound of the author speaking directly to the reader.

WHO VERSUS WHOM

.....

Use *who* when your pronoun is referring to the **subject** of a clause. Use *whom* when your pronoun is referring to the **object** of a clause.

Incorrect:	Ms. Dee is the teacher <i>who</i> I always ask for advice.
Correct:	Ms. Dee is the teacher <i>whom</i> I always ask for advice.

Incorrect:	I'll play chess with <i>whoever</i> .
Correct:	I'll play chess with <i>whomever</i> .

Incorrect:	Gordon is the man <i>whom</i> lives down the street.
Correct:	Gordon is the man <i>who</i> lives down the street.

LANGUAGE CONVENTIONS AND USAGE

Choose the complete sentence that contains an infinitive phrase.

- a. For vacations, I go to my house in the mountains.**
- b. We intended to leave early.**
- c. To break a piece of wood with his bare hands.**
- d. To catch flies for their biology experiment.**

.....

Choose the complete sentence that contains an infinitive phrase.

- a. “To dream the impossible dream.”**
- b. To delete the word *very* in your writing.**
- c. My friend helped in the building of the model airplane.**
- d. To win at bridge takes much concentration.**

.....

Choose the complete sentence that contains an infinitive phrase.

- a. They gave the award to Senator Smith.**
- b. For example, pens and candy wrappers were in the desk.**
- c. They wanted to join the photography club.**

d. Only to watch as the boat slowly sank beneath the waves.

Answer: Choice **b** is the correct answer. The infinitive phrase is correctly used as a modifier.

.....

Answer: Choice **d** is the correct answer. The infinitive phrase is the subject of the sentence.

.....

Answer: Choice **c** is the correct answer. The infinitive phrase is correctly used as a direct object.

Choose the sentence that contains an appositive and is correctly punctuated.

- a. They gave the award to Senator Smith.**
- b. For example, pens and candy wrappers were in the desk.**
- c. Mexico City, the largest city in the world, has many interesting sights.**
- d. Only to watch as the boat slowly sank beneath the waves.**

.....

Choose the sentence that contains an appositive and is correctly punctuated.

- a. My cousin, an excellent basketball player is also a musician.**
- b. This idea, the appositive can be a tricky part of grammar.**
- c. Amanda Sanchez, who is a professional guide, led the children on a nature hike.**
- d. I read a book about Ben Franklin, who is known as a famous inventor and diplomat.**

.....

Choose the sentence that contains an appositive and is correctly punctuated.

- a. I once saw John Farrell, the manager of the Boston Red Sox, in a restaurant.**
- b. My cousin that lives at home, drives a company car.**

c. I took a bell from the court jester's hat for my cat.

d. The altitude of the capital of Tibet exceeds 12,000 feet.

Answer: Choice **c** is the correct answer. The appositive phrase *the largest city in the world* is correctly punctuated.

.....

Answer: Choice **c** is the correct answer. The appositive phrase *who is a professional guide* is correctly punctuated.

.....

Answer: Choice **a** is the correct answer. The appositive *the manager of the Boston Red Sox* is correctly punctuated.

Choose the sentence that does not contain a misplaced or dangling modifier.

- a. On her way home, my sister found a gold man's watch.**
- b. The child ate a cold bowl of oatmeal for breakfast.**
- c. The dealer sold the Chevrolet to the buyer with leather seats.**
- d. My mother enrolled in medical school when I was nine years old.**

.....

Choose the sentence that does not contain a misplaced or dangling modifier.

- a. Having so much gardening to do, the day was extremely tired.**
- b. After playing tennis all day, she had very sore legs.**
- c. Having eaten three desserts, his pants soon did not fit.**
- d. They saw a fence behind the house made of barbed wire.**

.....

Choose the sentence that does not contain a misplaced or dangling modifier.

- a. Having been fixed the day before, Dana was able to use the car.**
- b. Walking to the movies, the sudden storm drenched the group.**
- c. Looking toward the west, I saw a line of thunderstorms moving rapidly.**
- d. Upon reaching the station, the sun came out.**

Answer: Choice **d** is the correct answer. There are no misplaced or dangling modifiers in this sentence.

.....

Answer: Choice **b** is the correct answer. The sentence is modified properly and correctly punctuated.

.....

Answer: Choice **c** is the correct answer. The sentence has neither misplaced nor dangling modifiers and is correctly punctuated.

Select the sentence that correctly uses a prepositional phrase.

- a. Four armed men held up the bank.**
- b. Larry went to lunch today with Tom and I.**
- c. When Mikayla called me, she did not tell me where she was at.**
- d. Swimming in the ocean at high tide can be a strenuous activity.**

.....

Select the sentence that correctly uses a prepositional phrase.

- a. You will gain proficiency practicing the piano daily.**
- b. She fell down and hurt her palm.**
- c. Who did you send the memo to?**
- d. Putting your coat down on the kitchen table is fine if you don't mind the crumbs.**

.....

Select the sentence that correctly uses a prepositional phrase.

- a. Yesterday we ordered Indian take-out.**
- b. Thinking we had more money, we ran up the bill.**
- c. Steve was having volume control problems with the new television.**
- d. I thought we would never pull through the mud and get home safely.**

Answer: Choice **d** is the correct answer. The two prepositional phrases *in the ocean at high tide* are correctly used as part of the gerund.

.....

Answer: Choice **d** is the correct answer. The prepositional phrase *on the kitchen table* is used correctly in this sentence.

.....

Answer: Choice **c** is the correct answer. *Was having volume control problems* is a direct object. The prepositional phrase *with the new television* is used correctly in the sentence.

Choose the sentence that contains a subordinate clause before the independent clause.

- a. Because I had an accident, I got sent to the supervisor's office.**
- b. I did not get the prize even though I had the highest mark.**
- c. The music was extremely loud when we studied in the cafeteria.**
- d. My neighbors will be evicted if they do not pay their rent.**

.....

Choose the sentence that contains a subordinate clause before the independent clause.

- a. I will show you the book when Ashley arrives.**
- b. The battery that I bought last week is not working.**
- c. While waiters served beer, a band of musicians entertained the crowd of tourists.**
- d. I know the person who owns that store.**

.....

Choose the sentence that introduces the independent clause before the subordinate clause.

- a. If you need me, I will help you.**
- b. The friend who is visiting Jeremy makes terrific lasagna, although it contained too much spinach for my taste.**
- c. When you reach the end of the hallway, turn right.**

d. Whenever you dust the furniture, I sneeze.

Answer: Choice **a** is the correct answer. The subordinate clause *because I had an accident* is used before the independent clause *I got sent to the supervisor's office*.

.....

Answer: Choice **c** is the correct answer. The subordinate clause *While waiters served beers* precedes the independent clause *a band of musicians entertained the crowd of tourists*.

.....

Answer: Choice **b** is the correct answer. The independent clause *The friend who is visiting Jeremy makes terrific lasagna* is followed by the subordinate clause *although it contained too much spinach for my taste*.

Choose the sentence that contains a subordinate clause.

- a. I had to run all the way to school.**
- b. Jim read a book; he really enjoyed the characterization.**
- c. Because I missed the bus, I was late for work.**
- d. The cat is in the bedroom at the end of the hall.**

.....

Choose the sentence that introduces the independent clause before the subordinate clause.

- a. Because the water was clear, the tourists could see the shark.**
- b. Jan was wearing the dress with the beautiful material and stripes.**
- c. The class enjoyed the book because it was about contemporary sports figures.**
- d. My cousins saw a movie last night; they really enjoyed the show.**

.....

Choose the sentence that contains a prepositional phrase.

- a. Last year, we went abroad.**
- b. I saw the book jammed behind the couch.**
- c. Please sit down and enjoy the music.**
- d. I said, “Put the toy down.”**

Answer: Choice **c** is the correct answer. The sentence starts with a subordinate clause that is correctly punctuated before the independent clause.

.....

Answer: Choice **c** is the correct answer. The independent clause comes first in this sentence.

.....

Answer: Choice **b** is the correct answer. The prepositional phrase *behind the couch* contains a preposition and an object of the preposition.

Choose the sentence that does not contain a dangling or misplaced modifier.

- a. We ate the lunch which we had brought slowly.**
- b. At eight years old, my father gave me a bicycle.**
- c. The torn student's book lay on the desk.**
- d. After reading the outstanding novel, the students thought the upcoming movie based on it would be exciting.**

.....

Each sentence contains an appositive. Choose the sentence that is correctly punctuated.

- a. Patricia an excellent student is also a chemist.**
- b. John was surprised when he saw his former roommate Fred, at the dance.**
- c. This ring made of diamonds was given to me by a friend.**
- d. One of my dogs, Dolly, is about to have puppies.**

.....

Choose the sentence that contains a subjective noun.

- a. The coach ordered them to start practicing.**
- b. My cousin and me went to the movies last night.**
- c. The group of tourists did not understand him.**
- d. She talked to her brother on the phone yesterday.**

Answer: Choice **d** is the correct answer. This sentence makes it clear that it was the *students* who read the novel.

.....

Answer: Choice **d** is the correct answer. The commas are placed correctly in this sentence to set off the appositive *Dolly*.

.....

Answer: Choice **d** is the correct answer. The pronoun *She* is a subjective noun and is used correctly as the subject of the sentence; it performs the action of the verb.

Choose the sentence that contains an objective pronoun that is used correctly.

- a. After lunch, Dana and she went to a movie.**
- b. Cousin Fred gave me a mysterious box.**
- c. Sam and her are both good athletes.**
- d. Cousin Del has been very kind to Dana and I.**

.....

Choose the sentence that contains a possessive pronoun.

- a. This is the book that my uncle himself wrote.**
- b. When asked to select an apple, Dan chose the greenest one.**
- c. The red bike belongs to both Jenny and her sister.**
- d. Which coats are on the bench?**

.....

Choose the sentence that contains a relative pronoun that is used correctly. Do not consider informal usage.

- a. Give it to whoever wants it.**
- b. He knows he is a controversial person whom people either love or hate.**
- c. Finn is the dog that came to the assisted living home yesterday to play with the residents.**

d. People are looking for a strong president which will move this country forward.

Answer: Choice **b** is the correct answer. The correct pronoun is *me*. An objective pronoun acts as the object of a sentence—it receives the action of the verb. The objective pronouns are *me, you, him, her, it, us, and them*.

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Answer: Choice **c** is the correct answer. The word *her* is a possessive pronoun.

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Answer: Choice **b** is correct. This sentence contains a relative pronoun that is used correctly.

Choose the sentence that correctly uses a reflexive pronoun.

- a. I saw me in the mirror.**
- b. Why do you blame yourself?**
- c. He accomplished the feat hisself.**
- d. They cannot look after theirselves.**

.....

Choose the sentence that contains a demonstrative pronoun.

- a. These book is considered a classic.**
- b. Especially with the recent recession, this are bad times.**
- c. Did your last orange taste as good as this one?**
- d. Do you really like these pictures over there?**

.....

Select the sentence that contains subject-verb agreement. A pronoun must agree with its antecedent in person, number, or gender.

- a. If a person wants to succeed in life, you have to know the rules of the game.**
- b. All students must have their pencils available.**
- c. If they want to succeed in life, he has to know the rules of the game.**
- d. If anybody wants to succeed in life, they have to know the rules of the game.**

Answer: Choice **b** is the correct answer. The reflexive pronoun in this sentence is *yourself*.

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Answer: Choice **c** is the correct answer. The demonstrative pronoun *this* refers to the singular *one*.

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Answer: Choice **b** is the correct answer. An antecedent is the word, phrase, or clause to which a pronoun refers, understood by context. A pronoun must agree with its antecedent in person, number, or gender. The word *students* is neutral plural and agrees with the pronoun *their*.

Choose the sentence that contains a present tense verb that is used correctly.

- a. We studied the results of the test tomorrow.**
- b. We takes medicine when we are sick.**
- c. I will eat fish for my dinner yesterday.**
- d. Please bring me the hammer from the tool bench.**

.....

Select the sentence that contains a past tense verb that is used correctly.

- a. I get up every day at 6:30 a.m.**
- b. Joan practices very hard yesterday.**
- c. The children swam in the pool all day.**
- d. They will be here very soon.**

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Select the sentence that contains a future tense verb that is used correctly.

- a. Joseph will take his dog for a walk after work today.**
- b. Del will goes to the store tomorrow.**
- c. Kaya went through all the possible combinations.**
- d. You are there every day on a regular basis.**

Answer: Choice **d** is the correct answer. The subject of this sentence is *you* (understood). *Bring* is the proper verb form for a second-person singular/plural subject.

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Answer: Choice **c** is the correct answer. The past tense form of the verb *swim* is *swam*.

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Answer: Choice **a** is the correct answer. *Will take* is the correct future form of the verb *take*.

Select the sentence that contains a perfect tense verb that is used correctly.

- a. Jack lived in Boston for five years and still lived there.**
- b. We saw three movies last week.**
- c. My uncle has crashed his car last year.**
- d. I have seen that play already.**

.....

Select the sentence that contains a progressive tense verb that is used correctly.

- a. The children are playing hide and seek with their dog Rover.**
- b. Finding a needle in a haystack is not easy.**
- c. The little dog started barking furiously.**
- d. I have run several marathons this year.**

.....

Choose the sentence with correct subject-verb agreement.

- a. The group are going to present a demonstration later.**
- b. Neither Brady nor his sister are going to the ceremony.**
- c. My chorus consists of 12 members.**
- d. The group of students were blocking the hallway.**

Answer: Choice **d** is the correct answer. Present perfect is a tense of verbs used in describing action that has been completed. The present perfect *have seen* is used when the time is not specific.

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Answer: Choice **a** is the correct answer. The present progressive tense indicates continuing action, which is something going on now. This tense is formed with the helping verb *to be* in the present tense, plus the present participle of the verb (with an *-ing* ending). This sentence contains all these elements.

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Answer: Choice **c** is the correct answer. *Chorus* is singular and agrees with the verb *consists*.

Select the verb that correctly tells the context of the sentence.

- a. Patrick inferred that he had gotten the promotion when he gave me a thumbs-up sign and a wink.**
- b. He asked, “May I take your coat?”**
- c. They adopted a child from Vietnam last year.**
- d. The twins immigrated from Canada last year.**

.....

Choose the sentence that uses a comparative adjective correctly.

- a. Rating the Three Stooges, I believe Larry is the funnier.**
- b. Of the two dishes, this one is the worst.**
- c. Sofia said that she could run farther than I could.**
- d. Of the two drinks, which one do you think is the sweetest?**

.....

Choose the sentence that uses a superlative adjective correctly.

- a. That painting is more darker than all the rest of the paintings.**
- b. I asked all of them, “Who is the best skier?”**
- c. She is the more beautiful of all the statues.**
- d. This is my most happiest moment of the entire day.**

Answer: Choice **b** is the correct answer. In this sentence, the verb *may*, meaning to *request politely*, is used instead of *can*; *may* asks permission, while *can* implies the physical ability to perform an action.

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Answer: Choice **c** is the correct answer. The comparative form of the adjective *far* is *farther*.

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Answer: Choice **b** is the correct answer. The superlative *best* is correctly used to compare more than two objects, things, or people.

Choose the sentence that uses a comparative adverb correctly.

- a. Talking about the twins, who is the tallest?**
- b. That is the most complex recipe of the two.**
- c. I am feeling better than Dan.**
- d. The manager made the more difficult decision in the team's history.**

.....

Choose the sentence that uses a superlative adverb correctly.

- a. Of all the students in the class, she plays best.**
- b. He plays the best in front of the fans than he does in practice.**
- c. Noah's infection was much worser by the time he saw the doctor.**
- d. That painting is more perfect than the one you finished last week.**

.....

Choose the sentence that uses a modifier correctly, either an adjective or adverb.

- a. He asked how the team played at last night's game, and I answered, "We played good."**
- b. She walked slow down the block holding her granddaughter's hand.**
- c. I sat on the newly painted bench and felt bad about it.**
- d. I have heard her sing in several concerts. She sings beautiful.**

Answer: Choice **c** is the correct answer. The adverb modifier *better* correctly compares how two people are feeling.

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Answer: Choice **a** is the correct answer. The superlative adverb *best* is proper, as *she* is being compared to *all the students*.

.....

Answer: Choice **c** is the correct answer. The adverb *bad* describes physically how the speaker felt about touching the bench.

Choose the sentence that uses a negative correctly.

- a. We were barely able to see the stage because we were so high up on the balcony.**
- b. I do not want no second helpings.**
- c. My cat will let no one pet him but me and my dad.**
- d. The supervisor said that I cannot do anything right.**

.....

Choose the complete, correct sentence.

- a. Alex is very smart, he began reading when he was three years old.**
- b. After Mary ate half a box of Twinkies.**
- c. To catch butterflies for the biology classes.**
- d. Daniel watched in dismay as Lou poured the rest of the soup down the kitchen sink.**

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Select the choice that combines the sentences into the most readable, correct sentence.

- a. The waves were almost 15 feet tall, and we hadn't checked the weather forecast before heading for the beach so we decided not to surf.**
- b. The comic book convention was exciting, and it lasted all day, and several superheroes appeared in costume.**

c. She was our Spanish teacher when we were in high school, and she was a birdlike woman who had sparkling eyes. Her hair was also graying.

d. Mr. Sam Sunshine, the principal of my elementary school, was a short, pudgy, overdressed man.

Answer: Choice **d** is the correct answer. This sentence contains only one negative.

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Answer: Choice **d** is the correct answer. This example contains an independent clause connected to the subordinate clause by the subordinate word *as*.

.....

Answer: Choice **d** is the correct answer. This is the most correct, readable sentence.

Select the compound sentence that is punctuated correctly.

- a. The man entered the store dressed in a gorilla costume, the clerk was not amused.**
- b. The man entered the store dressed in a gorilla costume the clerk was not amused.**
- c. The man entered the store dressed in a gorilla costume and the clerk was not amused.**
- d. The man entered the store dressed in a gorilla costume, and the clerk was not amused.**

.....

Select the choice that shows two sentences combined by coordination.

- a. Select the choice that shows two sentences combined by coordination.**
- b. The bushes were trimmed, and the grass was mowed.**
- c. During holidays, the school is deserted.**
- d. My uncle likes to eat in fancy restaurants and visiting museums.**

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Select the choice that shows two sentences combined by subordination, using correct punctuation.

- a. My cousin, who is ten years old has very strange ears.**
- b. Even though the bowl was filled with popcorn Alana refused to eat it.**
- c. Trevor wanted to plant blueberries in the back of the yard where the sun shone most of the day.**

d. When a six-foot snake slithered across the sidewalk Rhonda screamed.

Answer: Choice **d** is the correct answer. A compound sentence is a sentence that contains at least two independent clauses. The two independent clauses in this sentence are joined by a comma and the word *and* after the word *costume*.

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Answer: Choice **b** is the correct answer. Two complete sentences have been joined with a comma and a coordinating conjunction. Coordination combines two ideas that are equally important.

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Answer: Choice **c** is the correct answer. A subordinate clause that follows an independent clause does not require any punctuation.

Select the choice that shows sentence clarity.

- a. Less attention is paid to commercials that lack human interest stories than to other types of commercials.**
- b. Tanya worked in a medical lab last summer, which may be her career choice.**
- c. Freshman college students must make many choices, and sometimes you get confused.**
- d. Because of the growing use of computers to store and process information, sales of computers are growing exponentially.**

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Select the sentence that shows parallel structure.

- a. Sean likes to hike, to swim, and riding a bike.**
- b. The dictionary can be used to find these: meanings, pronunciations, correct spellings, and looking up irregular verbs.**
- c. Nicolas not only dislikes contests but also refuses to enter them.**
- d. The students were asked to write their reports, quickly, accurately, and in a detailed manner.**

.....

Select the sentence that is not verbose and does not contain repetition.

- a. Balancing the budget by Friday is impossible without extra help.**
- b. It goes without saying that we are acquainted with your policy on filing tax returns, and we have every intention of complying with the regulations that you have mentioned.**

c. Emission allowances are issued every year on an annual basis.

d. I think we should postpone that decision until later.

Answer: Choice **d** is the correct answer. Because there is no misplaced modifier, this is more concise and clearer than the other sentences.

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Answer: Choice **c** is the correct answer. This sentence shows parallel structure by using the same pattern of words to show that two or more ideas have the same level of importance. The conjunction pairs *not only* and *but also* to the two verbs in the sentence (*dislikes, refuses*).

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Answer: Choice **a** is the correct answer. The sentence is concise and to the point. If the sentence were verbose, it would probably say, *Balancing the budget that we have by the end of the day on Friday is an impossibility without some kind of extra help.*

Which is the best topic sentence for the following title?

My Brother's Sprained Ankle

- a. My brother always seemed to find ways to get hurt.**
- b. I am going to write about my brother.**
- c. My brother could be a perfect angel.**
- d. And my brother's new crew cut isn't my idea of fabulous.**

.....

In the following choices, you are first given a topic sentence and then a supporting sentence. Which of these has a supporting sentence that best supports the topic sentence.

- a. Wanda loves cars. Wanda likes to travel.**
- b. Sam really enjoys sports. He loves to play tennis every afternoon.**
- c. Sharks can be dangerous. Many sea creatures can be dangerous.**
- d. The library is a great place to study. The school has a variety of places where students can study.**

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Answer: Choice **a** is the correct answer. A good topic sentence must advance the point of a limited subject.

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Answer: Choice **b** is the correct answer. The sentence *He loves to play tennis every afternoon* supports the topic sentence *Sam really enjoys sports*. It is specifically about sports.

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Choose which paragraph contains the correct sequencing of a series of events or a process.

a. (1) There is no harm in putting a special treat in your child's lunchbox. (2) Usually, healthy snacks are defined as foods with low sugar and fat content. (3) Some examples include carrot and celery sticks and granola bars. (4) However, in general it is a much better idea to provide healthy snacks.

b. (1) The reason for so many deaths is that cars can generate a great deal of heat. (2) Firefighters know that the dangers of car fires are too often overlooked. (3) In the United States, one out of five fires involves cars and leads to many deaths and injuries to civilians and firefighters.

c. (1) Indeed, most gardens can fit irises into their scheme and add great benefit without a lot of effort. (2) Irises, also called flags, are colorful flowers that grow in moist soil. (3) They are common all over America and make a wonderful choice for any yard.

d. (1) My friend Jackson is an excellent example of reliability. (2) He always keeps his word, even when it becomes inconvenient for him. (3) Once, Jackson promised to drive two and a half hours to pick me up when my battery died, and there he was, right on time. (4) This is the secret of being reliable: always do what you say you'll do.

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Answer: Choice **d** is the correct answer. The correct order is 1, 2, 3, 4.

.....

Read each paragraph and choose the paragraph in which all four sentences are related.

a. (1) Lighting in a hospital room is important. (2) Each room usually has an overhead light and a bed lamp. (3) Hospital sheets are usually white. (4) The lighting should be adjusted so each patient in the room has sufficient light.

b. (1) As a front desk clerk in a Florida hotel, Shanna works hours that might seem strange to some people. (2) She arrives at work at 4:30 a.m. to help early-leaving guests. (3) Business people often depart early for meetings. (4) She does not mind the early morning hours, because she gets off work at 12 p.m.

c. (1) Embroidery is rewarding in many ways. (2) Working with needle and thread can be relaxing and creative. (3) Embroiderers enjoy working with their hands. (4) My aunt opened a button shop.

d. (1) Electric eels are native to South American waters. (2) Electric shock is one possible danger when using power tools. (3) Make sure your hands are not wet. (4) Working with wet hands and power tools can cause serious injury.

.....

Choose the sentences that contain the correct transitional phrase.

a. She won the lottery. However, she has much more extra money than she used to have.

b. Reggie has two dogs and three cats in his home. In addition, he has several rare birds.

c. The town had rain for several days. In spite of this, there was flooding in several areas.

d. Scott is very bright. Furthermore, his school grades are very poor.

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Answer: Choice **b** is the correct answer. All four sentences relate to the topic of Shanna’s early employment hours.

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Answer: Choice **b** is the correct answer. The phrase *In addition* establishes the correct relationship between the two sentences. This phrase shows how many pets Reggie has.

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Select the sentence that contains correct capitalization.

- a. The play was a hit, but Oh, how frightened I was!**
- b. Oh dear! i think i've lost my watch.**
- c. Oh, Sal! I've won a trip to California!**
- d. Please listen carefully while I read the sentence to Him.**

.....

Select the sentence containing the name that is correctly capitalized.

- a. Homer was a very famous Poet.**
- b. Currently, there are many problems occurring on the turkish border.**
- c. In the play, she had the role of Athena, a Greek goddess.**
- d. We were studying about a famous russian tsar.**

.....

Select the sentence containing the day that is correctly capitalized.

- a. On thursday, it will be the first day of Spring.**
- b. Roland and Phyl played with their dog at the park on friday.**
- c. We went to the movies on saturday.**
- d. Many people enjoyed the movie titled *Never on Sunday*.**

Answer: Choice **c** is the correct answer. The first word in a sentence (*Oh*) and a contraction used with the pronoun *I* (*I've*) are always capitalized.

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Answer: Choice **c** is the correct answer. All proper nouns and proper adjectives are capitalized (*Athena*, *Greek*).

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Answer: Choice **d** is the correct answer. Days of the week are always capitalized, especially in titles (*Sunday*).

Select the sentence containing the month that is correctly capitalized.

- a. My birthday is in the same month as Samantha's: june.**
- b. Independence Day is usually called the fourth of july.**
- c. One of the poems I had to learn mentions "*the merry month of May*."**
- d. My birthday is in the month of december.**

.....

Select the sentence containing the geographic names that are correctly capitalized.

- a. The hills of West of Perth, Australia, are magnificent.**
- b. To get to New York by car, you can take Route 95.**
- c. To get there, take a left at the big rock South of town.**
- d. On our trip to the middle east, we visited many countries.**

.....

Select the sentence containing the title that is correctly capitalized.

- a. When I was young, I thought I would become a Doctor.**
- b. Wilson Smith is a Vice President in the company.**
- c. My aunt, General Patricia Underwood, has written that she will be unable to attend my party.**
- d. I have an Uncle whose first name is Stanley.**

Answer: Choice **c** is the correct answer. Months are always capitalized (*May*).

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Answer: Choice **b** is the correct answer. This is the name of a specific highway (*Route 95*), which should be capitalized. *New York* is the name of a state, which should also be capitalized.

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Answer: Choice **c** is the correct answer. In this sentence, the title *General* is the name of a specific person.

Choose the sentence that is correctly punctuated.

- a. The teacher asked why Maria had left out the easy exercises?**
- b. Yes, but what if a hurricane strikes.**
- c. My cousin worked for N.A.T.O.**
- d. Hand in the poster essays on Friday.**

.....

Choose the sentence that is correctly punctuated.

- a. How much money did you transfer?**
- b. You are Swedish, are you not.**
- c. The teacher asked them what their names were!**
- d. Send me your information, please?**

.....

Choose the sentence that is correctly punctuated.

- a. I demand that you stop immediately!**
- b. What are you doing?, he shouted excitedly.**
- c. We have some really(!) low-priced rugs on sale this week.**
- d. “Good heavens” he said, “I did not know that.”**

Answer: Choice **d** is the correct answer. Gentle commands end in a period.

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Answer: Choice **a** is the correct answer. This direct question requires a question mark.

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Answer: Choice **a** is the correct answer. A strongly worded command requires an exclamation point.

Choose the sentence that is correctly punctuated using one or more commas in a compound sentence.

- a. The scientist was well-known for his experiments, but few people knew that he never made much money during his lifetime.**
- b. The critics hated the play yet it ran for two years.**
- c. Aracella was at the movies, while the rest of us were at the game.**
- d. Xavier Smith who likes animals wants to be a veterinarian.**

.....

Choose the sentence with a correctly punctuated series.

- a. Would you like me to paint your bedroom walls green blue gray or white?**
- b. This morning I woke up, got dressed, brushed my teeth, and ate breakfast.**
- c. The street was filled with angry protesters, and shouting spectators and police.**
- d. For breakfast, I had ham and eggs, and bacon.**

.....

Choose the sentence with a correctly punctuated noun of direct address.

- a. Stop jumping on the bed boys.**
- b. What I said Liv and Phyl was to stop making noise!**
- c. Ladies and gentlemen, may I have your attention?**

d. It was a pleasure to meet you Sir.

Answer: Choice **a** is the correct answer. This example shows two independent clauses separated by a comma and the word *but*.

.....

Answer: Choice **b** is the correct answer. All commas are correctly placed in this sentence. When writing a series of three or more items, separate each item with punctuation, usually commas. Generally, a conjunction (*and*, *or*, *but*) will follow the last comma in the list.

.....

Answer: Choice **c** is the correct answer. A direct address is the name or title of the person who is being directly spoken to. The phrase *ladies and gentlemen* is followed by a comma.

Choose the sentence that correctly punctuates *yes/no/well*.

- a. Well the rain has played its part in the playing of the game.**
- b. Yes it is 100% guaranteed.**
- c. Well, I know it seems impossible, but our office can process 400 applications a day.**
- d. No that is completely wrong.**

.....

Select the sentence that punctuates an appositive correctly.

- a. A man of integrity Mr. Smith is the most honest man I know.**
- b. Danielle, a star student, will surely go to college.**
- c. Richard Smith CEO will be our featured speaker.**
- d. My cousin who received a scholarship will go to Harvard.**

.....

Select the sentence that correctly punctuates the introductory element.

- a. At the end of the road on the west side of the train station an elderly couple sold apples each autumn.**
- b. To buy this vehicle you must pay a \$5,000 deposit.**
- c. Smith turned left, when he reached the stop sign.**
- d. Surprisingly, they never returned the shovel.**

Answer: Choice **c** is the correct answer. When an interjection appears at the start of a sentence, offset it with a comma.

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Answer: Choice **b** is the correct answer. The appositive phrase (*a star student*) modifies the subject (*Danielle*). The phrase is set off by commas after *Danielle* and after *student*.

.....

Answer: Choice **d** is the correct answer. *Surprisingly* is an absolute phrase that modifies the entire sentence and should be set off with a comma.

Select the sentence that correctly punctuates the parenthetical expression.

- a. It is the spirit of the dancer not the dance that counts.**
- b. He did not however keep his promise.**
- c. The fruit fly, for example, can breed up to ten times in an hour.**
- d. The tortoise, as far as we know has been on earth for thousands of years.**

.....

Select the sentence that correctly uses a semicolon.

- a. Danica did as she was told, however; she grumbled constantly.**
- b. Sam will invite Jody, Madison, and Evie; and Brendan will ask Leslie and Val.**
- c. The test will be given on Wednesday, June 6; and Thursday, June 7.**
- d. The conference has registered people from Salem, Massachusetts; San Francisco, California; and Miami, Florida.**

.....

Choose the sentence that uses quotation marks correctly.

- a. Zelda said that “she was going to Trenton on Saturday.”**
- b. My favorite song is “Tonight” from West Side Story.**
- c. Jody said, “We should hurry.” “The last feature has started.”**
- d. He whispered, “Please do not tell the coach.**

Answer: Choice **c** is the correct answer. This parenthetical expression is set off by commas after *fly* and after the word *example*.

.....

Answer: Choice **d** is the correct answer. Use a semicolon to separate units of a series when one or more of the units contain commas.

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Answer: Choice **b** is the correct answer. Use quotation marks to enclose names of songs (“Tonight”).

Choose the sentence that correctly uses capitalization and quotation marks.

a. According to Albert Einstein, “imagination is more important than knowledge.”

b. The twins announced, “we really must be going,” then stayed for another hour.

c. Mr. Jones, who was working in his field that morning, said, “the alien spaceship appeared right before my eyes.”

d. When accused, President Richard Nixon maintained that he was “not a crook.”

.....

Choose the sentence that correctly uses one or more commas in a quotation.

a. “I don’t care,” she said, “what you think about it.”

b. My father always said “Be careful what you wish for.”

c. As I feared, Mr. Smith announced “Close your books for today’s quiz.”

d. “Have it your way” Alberta added “if that’s how you feel.”

.....

Choose the sentence that correctly uses end marks in a quotation.

a. Have you read the assigned short story “Foxfire”?

b. I used to sing a song called “Where Have All the Flowers Gone”?

c. To get to the next page, just click the green button marked “Enter”.

d. “Diane,” she said, “put the book down and go outside for a little while”.

Answer: Choice **d** is the correct answer. If only part of a quotation is used, retain the original capitals. If the quote begins partway through the sentence, no capital letter is required (“*not a crook*”).

.....

Answer: Choice **a** is the correct answer. When *she said* comes in the middle of quoted language, set it apart as you would any parenthetical element.

.....

Answer: Choice **a** is the correct answer. If the question mark governs the sentence as a whole but not the material being quoted, it is placed outside the quotation marks.

Choose the sentence that correctly uses apostrophes.

- a. Whose playing today, the Red Sox or Yankees?**
- b. Lets go down to the river and fish.**
- c. You're the boss of the entire organization.**
- d. She was'nt there at 3:00 p.m.**

.....

Choose the sentence that correctly uses adjectives.

- a. She protested that after recovering from her sprain, she felt good enough to start playing sports again.**
- b. We felt badly about having caused the accident.**
- c. Once the test was over, Fredi walked slow out of the classroom.**
- d. Bill thought the people in martian costumes were the real thing.**

.....

Choose the sentence that correctly uses adjectives.

- a. She argued successfully and won the case.**
- b. The cabby drove skillfully through the traffic.**
- c. Sal's dog Fido smells carefully.**
- d. I earned a high grade on the test we took today.**

Answer: Choice **c** is the correct answer. The correct contraction for *you are* is *you're*.

.....

Answer: Choice **d** is the correct answer. *Real* is an adjective; it is only used to describe nouns and pronouns.

.....

Answer: Choice **d** is the correct answer. *High* is an adjective modifying the noun *grades*.

Choose the sentence that correctly uses adjectives.

- a. The new device was the more cleverly designed bird feeder that Pat had ever owned.**
- b. Glenda's essay was the best of the two submitted.**
- c. It was the hotter summer recorded in two years.**
- d. The sergeant asked them if this was the best plan they could devise.**

.....

Choose the sentence that correctly uses adverbs.

- a. The forest fire in Arizona was deadlier.**
- b. They behaved nice toward the girl with the limp.**
- c. The lonely hermit lived in a tar paper shack.**
- d. It is indeed true that the choir sings well.**

.....

Choose the sentence that correctly uses adverbs.

- a. The cellist played careless throughout the afternoon.**
- b. She wanted me to tell him whether the meat smelled rotten.**
- c. She is a powerful singer who sings our national anthem beautifully.**
- d. Last week, we had a terrible hot afternoon on Tuesday.**

Answer: Choice **d** is the correct answer. The adjective *best* correctly modifies the noun *plan*.

.....

Answer: Choice **d** is the correct answer. *Well* is an adverb that tells how the choir sings.

.....

Answer: Choice **c** is the correct answer. *Beautifully* is an adverb that modifies *sings*.

Choose the sentence that correctly uses adverbs.

- a. Audrey's camera worked perfect.**
- b. Lon's answer sounded correctly.**
- c. The ending of the play was staged dramatically.**
- d. He speaks fluent English for a first-year student.**

.....

Choose the sentence that contains correct antecedent agreement.

- a. The can of lima beans sits on their shelf.**
- b. Each of the assistants does much work around his or her office.**
- c. Neither the director nor the actors did his job.**
- d. Mumps are a very dangerous disease.**

.....

Choose the sentence that contains correct antecedent agreement.

- a. Somebody has left their bag on the floor.**
- b. Sometimes an employee does not agree with their boss's decision.**
- c. Joe didn't think they should have to retake the test.**
- d. If anyone has an opinion about the test, he or she should state it.**

Answer: Choice **c** is the correct answer. Adverbs answer *how*.
Dramatically tells how the ending was staged.

.....

Answer: Choice **b** is the correct answer. Here, *his or her office* refers to its singular antecedent *Each*. An antecedent is the word, phrase, or clause to which a pronoun refers and with which the pronoun must agree.

.....

Answer: Choice **d** is the correct answer. *Anyone* is a singular antecedent that agrees with the third-person singular verb (*he or she should*).

Choose the sentence that contains correct antecedent agreement.

- a. John and Julie have decided to go his or her separate ways.**
- b. Both Julio and Juan think he should be first to interview for the job.**
- c. Everyone should go to their cabin soon.**
- d. After a two-month absence, Ruben visited his mother.**

.....

Choose the sentence that correctly uses an adjective or adverb.

- a. It was a terrible hot afternoon.**
- b. I went to the doctor and she said that I am good.**
- c. The inspector reported that ours is good well water.**
- d. Upon seeing the stop sign, Abby stopped shortly.**

.....

Choose the sentence that correctly uses an adjective or adverb.

- a. Richard talks carelessly.**
- b. Do you feel happily when it snows?**
- c. These flowers smell wonderfully.**
- d. The child cried bitter.**

Answer: Choice **d** is the correct answer. *His* refers to *Ruben* (the antecedent).

.....

Answer: Choice **c** is the correct answer. The adjective *good* describes the well water.

.....

Answer: Choice **a** is the correct answer. Here, *carelessly* is an adverb that modifies the verb *talks*; it tells *how* Richard talks.

Choose the sentence that correctly uses an adjective or adverb.

- a. She went to bed quiet.**
- b. The children behaved bad.**
- c. She felt disappointedly.**
- d. The miserly vagabond often stole small items.**

.....

Choose the sentence that uses pronouns correctly.

- a. Between you and I, I would rather finish watching the movie today.**
- b. That is him who broke the window of my cousin's house.**
- c. Dad's story really surprised Dana and I.**
- d. I gave her a box of candy for the holiday.**

.....

Choose the sentence that uses pronouns correctly.

- a. In the past, and perhaps now, people are looking for a leader which can restore order.**
- b. Documentarians who fulfill these requirements are rare.**
- c. He is a politician who we can really trust.**
- d. I hope there will be a topic next week which I will be able to say something about.**

Answer: Choice **d** is the correct answer. *Miserly* is a *-ly* word that is an adjective, not an adverb. Some other words in this category are *elderly*, *friendly*, and *lovely*.

.....

Answer: Choice **d** is the correct answer. The pronoun *her* is an objective pronoun because it is the indirect object of *box of candy*.

.....

Answer: Choice **b** is the correct answer. The relative pronoun *who* is used to refer to documentarians.

Choose the sentence that contains correct subject-verb agreement.

- a. The quiz, as well as all the workbook exercises, were collected.**
- b. His jacket, not his shirt or his socks, always seem to match his slacks.**
- c. The women who went to the meeting were bored.**
- d. The group of protesters were blocking the sidewalk.**

.....

Choose the sentence that contains correct subject-verb agreement.

- a. Nearly one in four people worldwide are Muslim.**
- b. Fifty percent of the list have been accomplished.**
- c. Our staff meets on Tuesday mornings to discuss customer complaints.**
- d. The team are headed to the nationals since winning the state finals.**

.....

Choose the sentence that uses the correct verb tense.

- a. I have drank wine only once and did not like it.**
- b. She will make more money at her new job.**
- c. He is a student at this school for three years.**
- d. I have swam that lake many times.**

Answer: Choice **c** is the correct answer. The plural subject *women* agrees with the plural verb *were*.

.....

Answer: Choice **c** is the correct answer. *Staff*, a collective noun, is acting as a single unit in this sentence and requires the singular verb *meets*.

.....

Answer: Choice **b** is the correct answer. The future tense verb *will make* is used to describe an action that will happen.

Choose the sentence that uses the correct verb tense.

- a. When my brother cried, he wins the argument.**
- b. They are liking that play very much.**
- c. He swims in the pool every day.**
- d. I brung milk to school every day, including today.**

.....

Choose the sentence that correctly uses a negative.

- a. I scarcely have any money.**
- b. I hardly have none of my friends coming over.**
- c. I don't want no seconds of that meat.**
- d. I do not have no eraser with me.**

.....

Choose the sentence that correctly uses a negative.

- a. She claims she has not seen neither Paul nor John since May.**
- b. I did not have neither her address nor her phone number.**
- c. He did not mention neither the flooding nor the landslide.**
- d. He did not find the key either on or under the mat.**

Answer: Choice **c** is the correct answer. *Swims* is the present tense of the verb *to swim*. The present tense is used for actions that happen often, generally, or never.

.....

Answer: Choice **a** is the correct answer. The following list contains words that are regarded as negative. If you use the words that follow in your sentences once, your statements will be negative: *no, not, none, nothing, nowhere, neither, nobody, no one, hardly, scarcely, barely*. If you have two negatives (*not, no*), the results will have the opposite meaning.

.....

Answer: Choice **d** is the correct answer. There is only one negative in this sentence (*not*), making it negative.

Choose the sentence that illustrates sentence clarity by using modifiers correctly.

- a. On his way home from work, Rob found a gold man's watch.**
- b. After reading the original study, the article remains unconvincing.**
- c. Having seen Blackpool Tower, the Eiffel Tower is more impressive.**
- d. We slowly ate the lunch we had brought.**

.....

Choose the sentence that illustrates sentence clarity by using modifiers correctly.

- a. The torn mechanic's manual lay on the tool bench.**
- b. After reading your letter, my cat will stay in until the birds fly off.**
- c. The dealer sold the Cadillac with leather seats to the buyer.**
- d. The three bankers talked quietly in the corner wearing suits.**

.....

Choose the sentence that illustrates sentence clarity by using modifiers correctly.

- a. They saw a fence behind the shed made of barbed wire.**
- b. The waiter served a well-buttered dinner roll to the woman.**
- c. Sally piled all her clothes in the hamper that she had worn.**
- d. When forty-nine years old, my mother returned to college to complete her degree.**

Answer: Choice **d** is the correct answer. The adverb *slowly* modifies how the lunch was eaten, which makes for a clear sentence.

.....

Answer: Choice **c** is the correct answer. A misplaced modifier would make it sound like the buyer has leather seats. This is not the case in this sentence.

.....

Answer: Choice **b** is the correct answer. *Well-buttered* correctly modifies *dinner roll*.

Choose the sentence that most effectively combines the sentences.

Mr. Jones is my coach. He taught me how to bunt a baseball. He taught me to throw a curve ball.

- a. Mr. Jones is my coach. He taught me how to bunt a baseball. He taught me to throw a curve ball.**
- b. Mr. Jones was my college coach, and he taught me how to play baseball and bunt a baseball and throw a curve ball.**
- c. Mr. Jones, my college coach, taught me baseball techniques such as bunting and throwing a curve ball.**
- d. My college baseball coach was Mr. Jones. He taught me baseball techniques such as bunting and throwing a curve ball.**

.....

Choose the sentence that most effectively combines the sentences.

My sister went shopping for me. She bought me a shirt. Next, she bought me some shoes. She bought me pants.

- a. My sister went shopping for me. She bought me a shirt. Next, she bought me some shoes. She bought me pants.**
- b. My sister went shopping for me and bought me a shirt and some shoes. She also bought me pants.**
- c. I needed a shirt, some shoes, and some pants, so my sister went shopping for me.**
- d. My sister went shopping for me and bought a shirt, some shoes, and a pair of pants.**

.....

Answer: Choice **c** is the correct answer. This is the best example of combining these sentences. Using the appositive phrase *my college coach* presents a clear and interesting sentence.

.....

Answer: Choice **d** is the correct answer. This sentence is the best example of combining the original sentences. It combines all the information and limits the pronoun *me* to one usage.

.....

Choose the sentence that most effectively combines the sentences.

I like bull fights. They are colorful and full of action. There are picadors. They lance on horseback. There are banderillos and matadors. They fight on foot. They are brave

a. I like bull fights. They are colorful and full of action. There are picadors. They lance on horseback. There are banderillos and matadors. They fight on foot. They are brave.

b. I like bull fights: They are colorful and full of action. Men known as picadors lance the bulls from horseback, but the brave banderillos and matadors fight on foot.

c. I like bull fights. They are colorful and full of action with picadors who lance the bull from horseback, and there are banderillos and matadors, who are very brave and fight the bull from the floor of the stadium arena.

d. The reason I like bull fights is because they are colorful and full of action, with picadors who lance the bulls from horseback and the brave banderillos and matadors who fight the bulls on foot.

.....

Answer: Choice **b** is the correct answer. This example does the best job in giving out all the information using a colon and a conjunction.

.....

Three of the four passages use signal words or phrases that connect the sentences logically, add to the coherence of the section, and unify the section or paragraph. Select the one example that does not contain these transitional phrases.

- a. Many bicycle groups are advocating the use of bicycles as one solution to the problem of too many automobiles and too little gas. These groups have published some interesting ideas to back up their idea. For example, a recent study shows that 62.4% of all car trips average less than five miles.
- b. This is a distance that, under reasonable conditions, can take about 20 minutes on a bike. The bicycle, unlike the car, does not pollute and does not cause traffic jams.
- c. A lone hiker who walks into quicksand is in an awkward position. Attempts to force a way out will prove worse than useless. Standing still and yelling will be fatal unless help arrives soon.
- d. The trapped person's first move might be to drop his or her pole behind him or her and fall back upon it, meanwhile stretching his or her arms out at right angles. In this position, the person could float in water.

.....

Answer: Choice **c** is the correct answer. This selection contains no single connecting words or transitional phrases.

.....

Three of the four passages use signal words or phrases that connect the sentences logically, add to the coherence of the section, and unify the section or paragraph. Select the one example that does not contain these transitional phrases.

a. Therefore, the traveler could float in water and certainly float on sand if all heavy items carried are discarded. The traveler may now call out for help.

b. If there is no prospect of help, the victim might begin to rescue him or herself. The first step in this operation is to get the pole at right angles to the body beneath the shoulders, and then to work it down until it is supporting the hips.

c. The individual is able to pull his or her legs out of the muck one at a time. Much effort is required. The person should take frequent rests and not rush the process.

d. Once the feet are out, the trapped hiker begins rolling to safe ground. Rolling is the easiest, and indeed the only, way of getting off the soft ground. It can be done in short stages.

.....

Answer: Choice **c** is the correct answer. It contains no signal words or transitional phrases.

.....

Three of the four passages use signal words or phrases that connect the sentences logically, add to the coherence of the section, and unify the section or paragraph. Select the one example that does not contain these transitional phrases.

a. I have gotten out of the habit of making my bed except on Fridays. I have some sound reasons for breaking the bed-making habit. In the first place, no one but me ever ventures in there. If there is a surprise fire inspection, I can quickly throw a spread over the whole mess. Otherwise, I am not bothered.

b. In addition, I find nothing uncomfortable about crawling into that tangled mess. On the contrary, I enjoy poking out a comfortable space.

c. I think that a tightly made bed is uncomfortable. Entering one makes me feel like a wrapped loaf of bread. I like being a slob.

d. Finally, and most importantly, I think bed-making is a waste of time. I would rather spend the time checking my emails.

.....

Choose the sequence that shows the best order for the chronology.

1. There was much unrest in Germany during the 1920s.

2. Many historians say that World War II in 1939 was a natural result of World War I (1914–1918).

3. The American Congress voted against the Peace Treaty in 1921.

4. Germany thought the Versailles Peace Treaty of 1919 to be unfair.

a. 4-3-1-2

b. 1-2-4-3

c. 3-4-2-1

d. 2-3-4-1

.....

Answer: Choice **c** is the correct answer. There are no signal words or transitional phrases in this selection.

.....

Answer: Choice **a** is the correct answer. The Germans thought that the treaty was unfair. When the United States refused to ratify the treaty, it weakened the League of Nations and ultimately led to World War II.

.....

Choose the sequence that shows the best order for the set of instructions.

- 1. Go about 10 miles on Route 4.**
- 2. First, get off the Interstate at Exit 32.**
- 3. Then, turn left off Route 4 onto Franklin Street, and you'll see our yellow house second from the corner on the right.**
- 4. At the end of the exit ramp, turn right on Route 4.**

a. 2-4-1-3

b. 2-3-4-1

c. 3-2-1-4

d. 4-2-3-1

.....

Choose the sequence that shows the best order for the chronology.

- 1. The Vietnam War**
- 2. World War II**
- 3. The election of President Barack Obama**
- 4. World War I**

a. 1-3-2-4

b. 4-2-1-3

c. 2-1-4-3

d. 3-4-1-2

.....

Answer: Choice **a** is the correct answer. This is the proper order of steps to get you from the interstate to the house on Franklin Street.

.....

Answer: Choice **b** is the correct answer. The events are in the proper chronological order.

.....

Choose the topic sentence that makes the best use of the supporting details.

Supporting Details:

About 95% of all adults use the left side of the brain for speaking and writing.

The left side of the brain is also superior at doing math.

The right side of the brain is best at expressive and creative tasks.

The right side, however, has talents of its own. It excels at recognizing patterns, faces, and melodies.

- a. The left side of the brain controls the right side of the body.**
- b. The right side of the brain controls the left side of the body.**
- c. Scientists are highly critical of educational programs that are focused on tasks that develop only right or left brain activities.**
- d. Different sides of the brain control different activities.**

.....

Answer: Choice **d** is the correct answer. All four supporting details support this topic sentence.

.....

Choose the topic sentence that makes the best use of the supporting details.

Supporting Details:

People interested in dating often ask their friends whether they know anyone who is available.

Some people advertise for dates on the Internet.

Some people believe that online dating stifles romance.

Others prefer to use dating services that, for a fee, guarantee a perfect match.

- a. Today there are a number of ways for people to get a date.**
- b. Some believe that Internet dating may promote unhealthy relationships.**
- c. People can be real nuts about how they try to grab a guy or a gal.**
- d. Today's teenagers do not date anymore; they just go out in big groups.**

.....

Answer: Choice **a** is the correct answer. Three of the four details support this topic sentence.

.....

Choose the topic sentence that makes the best use of the supporting details.

Supporting Details:

People with claustrophobia, or fear of closed spaces, get anxious on elevators.

Agoraphobia is the fear of open spaces; those suffering from it are unlikely to leave home.

People with zoophobia, or fear of animals, are unlikely to own pets.

People with antlophobia, or fear of floods, are unlikely to live near rivers.

a. Phobias are irrational fears, and they take a variety of forms that often affect people's lifestyles.

b. Phobias can persist for years, even when there is no real danger from the feared person or object.

c. Social phobia is the fear of situations in which one might be observed, judged, or embarrassed.

d. Phobias are not as common as some people think.

.....

Choose the topic sentence that could best be developed into a paragraph.

a. Alice is a tall woman.

b. Alice is a woman from Virginia.

c. Alice is a hardworking woman.

d. Alice was born in 1943.

.....

Answer: Choice **a** is the correct answer. All four of the detail statements support this topic sentence.

.....

Answer: Choice **c** is the correct answer. This is a good topic sentence. It should be easy to describe Alice's work, both in and out of the house.

.....

Choose the topic sentence that could best be developed into a paragraph.

- a. My king has helped bring peace and prosperity to my country.**
- b. George Lucas is a filmmaker.**
- c. Thomas Jefferson was born in Virginia.**
- d. I will tell you the name of the president of Bolivia.**

.....

Select the underscored word that best completes the sentence.

Maureen is such a good storyteller. She always has a number of exciting (anecdotes, archetypes) about her fascinating life.

.....

Answer: Choice **a** is the correct answer. This topic sentence gives the reader the opportunity to discover how the king has accomplished this.

.....

Answer: Anecdotes. Context clues indicate that Maureen is sharing anecdotes, or stories, about her life.

.....

Read the four sentences below and choose the sentence that does not belong.

- 1. To control a nosebleed, sit down and lean forward.**
- 2. Put pressure on the lower part of the side that is bleeding for about 5 minutes.**
- 3. Consult a doctor if the bleeding does not stop within 15 minutes.**
- 4. It is sometimes difficult to see a doctor without an appointment.**

- a. Sentence 1**
- b. Sentence 2**
- c. Sentence 3**
- d. Sentence 4**

.....

Read the four sentences below and choose the sentence that does not belong.

- 1. Your attitude about your job may affect your chances of becoming sick.**
- 2. A cold and a viral infection are common illnesses.**
- 3. A university study indicates that workers with good attitudes become sick less often than workers with negative attitudes.**
- 4. Many people become sick before a job interview, a big test, or any major activity that they are dreading.**

- a. Sentence 1**

b. Sentence 2

c. Sentence 3

d. Sentence 4

.....

Answer: Choice **d** is the correct answer. This sentence does not belong because it does not relate to any of the other sentences.

.....

Answer: Choice **b** is the correct answer. This sentence does not belong. It may be correct in scientific knowledge, but it does not relate to the other sentences.

.....

Read the four sentences below and choose the sentence that does not belong.

- 1. Carpentry is rewarding in many ways.**
- 2. Working with wood can be relaxing and creative.**
- 3. Carpenters enjoy working with their hands.**
- 4. My father, a carpenter, opened a woodworking shop.**

- a. Sentence 1**
- b. Sentence 2**
- c. Sentence 3**
- d. Sentence 4**

.....

Choose the sentence that contains correct capitalization.

- a. “My boyfriend will pass the test,” she said, “but Oh, how he frets about taking it.”**
- b. The home economics teacher once told us, “by doing a simple test, you can discover if coffee contains chicory.”**
- c. An elderly lady in the seat behind me was complaining quite sadly, “oh, dear!”**
- d. “Exult O shores!” is a line from a Walt Whitman poem.**

.....

Choose the sentence that contains correct capitalization.

- a. Matthew said, “i’m going out for a walk!”**
- b. Although Mrs. Johnson has seen odd happenings before, she stated that the headless chicken “Certainly takes the cake” when it comes to inexplicable activity.**
- c. Come to the meeting prepared with the following: a presentation of the latest plan, an explanation of the changes to the original blueprint, and an updated environmental impact statement.**
- d. The first rule of comma usage is, “when you are in doubt, leave it out.”**

Answer: Choice **d** is the correct answer. This sentence does not belong with the other sentences.

.....

Answer: Choice **d** is the correct answer. The interjection *O*, although rare in modern literature, is always capitalized.

.....

Answer: Choice **c** is the correct answer. Do not capitalize the first words in a list if, when taken together, the items do not compose a complete sentence.

Choose the sentence that contains correct capitalization.

- a. He said, “between you and me, I think his truck is a gas guzzler.”**
- b. “april is the cruelest month . . .” is the first line of a poem.**
- c. “march, march, march is all we ever do,” said the soldier.**
- d. Did you ever hear the song that begins, “Oh what a beautiful morning”?**

.....

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. Did you ever see the movie *Never on Sunday*?**
- b. Congress argues about whether we should fortify the mexican border.**
- c. I once saw a movie about a famous australain outlaw.**
- d. I believe that Walt Whitman is one of America’s most famous Poets.**

.....

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. My Summer home is near an ocean and a big city.**
- b. My friend loves to eat German food.**
- c. The President of China will be traveling to America in the near future.**

d. When Winter comes, we all head to the mountains.

Answer: Choice **d** is the correct answer. The interjection *Oh* is capitalized when it is the first word of a sentence or a quote.

.....

Answer: Choice **a** is the correct answer. Titles of movies, as well as books and other full works, are always capitalized.

.....

Answer: Choice **b** is the correct answer. *German*, in this sentence, is a proper adjective referring to the noun *food*.

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. We will visit Bill's Summer home in August.**
- b. Her favorite type of novel was an Elizabethan drama.**
- c. Did you know that there is an organization called the society to preserve barbershop quartets?**
- d. A three-lane Highway can be very dangerous.**

.....

Choose the sentence that uses commas correctly.

- a. Children stop jumping on the furniture this very moment.**
- b. What I said Carmen and Roberto was to call home before you go out this evening.**
- c. Ladies and gentlemen, please look at the high-wire act in the center ring.**
- d. I am sorry I had to say that to you Roger.**

.....

Choose the sentence that uses commas correctly.

- a. I went to see the movie, *Midnight in Paris* with my friend, Jessie.**
- b. Steve Meyerson, a local merchant, gave the keynote address.**
- c. My father, who gave new meaning to the word hardworking never took a vacation.**

d. The cat was tired, it curled up and went to sleep.

Answer: Choice **b** is the correct answer. *Elizabethan*, as used in this sentence, is a proper adjective referring to Queen Elizabeth of Shakespeare's day.

.....

Answer: Choice **c** is the correct answer. In direct address, if the name or title you are directly addressing comes first, it requires a comma after the name or names (*Ladies and gentlemen*).

.....

Answer: Choice **b** is the correct answer. If the identification comes after the noun, it should always be surrounded by commas.

Choose the sentence that uses commas correctly.

- a. I like pastas, although I also like many meat dishes.**
- b. On March 4, 1931, she traveled to Canada.**
- c. My neighbor Mr. Franks wants to plant a garden.**
- d. As an actor, Russell Brand is a comedian not a dramatist.**

.....

Choose the sentence that correctly uses apostrophes.

- a. My mother's and father's cabin is in the Cascade Mountains.**
- b. Who's turn is it to go to the store?**
- c. The man forgot to pick up his wife's jacket from the cleaners.**
- d. Great taste deserves it's own reward.**

.....

Choose the sentence that correctly uses apostrophes.

- a. The T-shirt said, "The Flying Monkey's stole My Homework."**
- b. Boat owner's are responsible for ensuring that their boats are properly secured.**
- c. Your holiday's in safe hands with our experienced travel experts.**
- d. Three large male lion's approached the 4×4 while we were in the trading post.**

Answer: Choice **b** is the correct answer. A comma is used to separate parts of dates and addresses (*March 4, 1931*).

.....

Answer: Choice **c** is the correct answer. This sentence uses the apostrophe (*wife's*) correctly.

.....

Answer: Choice **c** is the correct answer. The apostrophe is correctly used because *holiday's* is a contraction meaning *holiday is*.

Choose the sentence that is true regarding business letters.

- a. If a woman wishes to indicate her marital status, she may close with: *(Miss or Mrs.) Alice Wright*.**
- b. In writing to a professional, the salutation should be: *Dear Doc Jones*.**
- c. An acceptable business letter closing would be: *Hoping to hear from you soon, I am . . .***
- d. The heading of a business letter starts with *Dear Mr. Jones*.**

.....

Choose the sentence that uses quotation marks correctly.

- a. “Please do not tell me, I said, how the movie ends.”**
- b. “Do not go out tonight, and that is an order.”! Said the doctor to the patient.**
- c. I believe,” she said, “that Fran is telling only part of the truth.”**
- d. “Did you hear me ask, “Where is the money?”” she inquired.**

.....

Choose the sentence that uses quotation marks correctly.

- a. “Please try to close the door behind you.”**
- b. The loaf was labeled “Hot” French Bread.**
- c. This is “NOT” a garbage disposal!**
- d. Please do NOT flush the “paper towels” down the toilet.**

Answer: Choice **a** is the correct answer. If a woman wishes to indicate her marital status, the title is enclosed in parentheses. Or, she may simply choose to sign her name. If there is no specific title in the signature, the receiver would probably use *Ms.* in the reply.

.....

Answer: Choice **c** is the correct answer. When a quoted expression is divided into two parts by an interrupting expression (*she said*), the second part begins with a lowercase letter.

.....

Answer: Choice **a** is the correct answer. Assuming this is a direct quotation from an identifiable person, the quotation marks are placed correctly.

Choose the word or phrase that means the same, or almost the same, as the underlined word.

repudiated belief

- a. rejected as untrue
- b. thought to be controversial
- c. unknown
- d. enjoyed for its popularity

.....

Choose the word or phrase that means the same, or almost the same, as the underlined word.

acerbic conversation

- a. random
- b. complimentary
- c. harsh
- d. ethical

.....

Choose the word or phrase that means the same, or almost the same, as the underlined word.

defunct charge account

- a. inactive
- b. competitive

c. negative

d. undesirable

Answer: Choice **a** is correct. The word *repudiated* is an adjective meaning untrue.

.....

Answer: Choice **c** is correct. The word *harsh* is an adjective meaning acerbic.

.....

Answer: Choice **a** is correct. The word *defunct* is an adjective meaning inactive.

Choose the word or phrase that means the same, or almost the same, as the underlined word.

genteel manners

- a. uncouth**
- b. ingrained**
- c. passive**
- d. refined**

.....

Choose the word or phrase that means the same, or almost the same, as the underlined word.

taut guitar string

- a. loose**
- b. expensive**
- c. tight**
- d. cheap**

.....

Choose the word or phrase that means the same, or almost the same, as the underlined word.

laudable trait

- a. questionable**
- b. evasive**

c. praiseworthy

d. uncouth

Answer: Choice **d** is correct. The word *refined* is an adjective meaning genteel.

.....

Answer: Choice **c** is correct. The word *tight* is an adjective meaning taut.

.....

Answer: Choice **c** is correct. The word *praiseworthy* is an adjective meaning laudable.

Choose the word or phrase that means the same, or almost the same, as the underlined word.

obscure point

- a. unclear
- b. blatant
- c. parallel
- d. corrosive

.....

Choose the word or phrase that means the same, or almost the same, as the underlined word.

acting barbaric

- a. refined
- b. uncivilized
- c. confused
- d. agreeable

.....

Choose the word that best completes BOTH sentences.

The theater department will _____ the performance. The little girl decided to _____ a “lost dog” poster on the telephone pole.

- a. advertise
- b. present

c. tape

d. staple

Answer: Choice **a** is correct. The word *obscure* is an adjective meaning unclear.

.....

Answer: Choice **b** is correct. The word *uncivilized* is an adjective meaning barbaric.

.....

Answer: Choice **c** is correct. The word *tape* is a verb meaning to electronically record or to stick with adhesive.

Choose the word that best completes BOTH sentences.

The Victorian man and woman in the story wanted to _____ each other. A _____ hearing has been scheduled for the case against the accused criminals.

- a. public**
- b. focus**
- c. romance**
- d. court**

.....

Choose the word that best completes BOTH sentences.

The person at the center of the investigation is known to have a _____ past. Our grandmother quilted a design on the linens that is _____.

- a. geometrical**
- b. popular**
- c. checkered**
- d. questionable**

.....

Choose the word that best completes BOTH sentences.

The television _____ is located in a high-rise office building located in the city's business district. Can you _____ the television on top of the chest of drawers?

a. control

b. station

c. antenna

d. anchor

Answer: Choice **d** is correct. The word *court* is a verb meaning to attract and date a person and a noun meaning an institution of public justice.

.....

Answer: Choice **c** is correct. The word *checkered* is an adjective meaning marked by squares and an adjective meaning someone who has a varied, and often negative personal history.

.....

Answer: Choice **b** is correct. The word *station* is a noun meaning a particular place or headquarters and a verb meaning to place in position.

Read the following passage, then choose the words that best complete the meaning of the passage over the next four questions.

The Department of Corrections is under the control of the state government. (1) individuals are housed in prisons located in rural areas throughout the state. Individuals sentenced to prison for (2) crimes are sent to a much more secure facility in the southern part of the state. Individuals sentenced for lesser types of crimes are housed in less secure (3) in other locations. Information on (4) individuals within the state is available on the Department of Corrections website.

- 1. a. Convicted
- b. Emancipated
- c. Curtailed
- d. Independent

.....

- 2. a. heinous
- b. harassed
- c. trivial
- d. irrelevant

.....

- 3. a. faculties
- b. bunks
- c. facilities

d. hotels

Answer: Choice **a** is correct. The word *Convicted* is an adjective meaning found guilty of a crime.

.....

Answer: Choice **a** is correct. The word *heinous* is an adjective meaning terrible or shockingly evil.

.....

Answer: Choice **c** is correct. The word *facilities* is a noun meaning places to host events or to house groups of people for a particular purpose.

4. a. implemented

b. inundated

c. irritable

d. incarcerated

.....

Read the following passage, then choose the words that best complete the meaning of the passage over the next four questions.

W.C. Handy, known as “Father of the Blues,” was born in Florence, Alabama, in 1873. The (1) of music performed by Handy is celebrated at a summer street festival in Florence. Mr. Handy (2) many famous songs. One well-known song (3) to Handy is “Memphis Blues.” This song is (4) of Handy’s time when he lived in Memphis, Tennessee.

1. a. symbol

b. issue

c. catechism

d. genre

.....

2. a. penned

b. attributed

c. sang

d. discovered

Answer: Choice **d** is correct. The word *incarcerated* is an adjective meaning under the court's jurisdiction in a correctional facility.

.....

Answer: Choice **d** is correct. The word *genre* is a noun meaning *a* category, often of literary or art types.

.....

Answer: Choice **a** is correct. The word *penned* is a verb meaning wrote.

3. a. penned

b. attributed

c. sang

d. discovered

.....

4. a. rescinded

b. reflective

c. appointed

d. created

.....

Choose the sentence that has the correct punctuation using colons.

a. My hobbies are: skiing and reading.

b. Please wake me at 7-25 a.m.

c. When I have the time, I want to travel to: Rome, Israel, and Egypt.

d. That summer we traveled through the following states: Arkansas, Kentucky, Louisiana, and Tennessee.

Answer: Choice **b** is correct. The word *attributed* is a verb meaning *to give credit* or *appropriate recognition or honor*.

.....

Answer: Choice **b** is correct. The word *reflective* is a predicate adjective meaning *pertaining to one person*.

.....

Answer: Choice **d** is the correct answer. A colon is used before a list of items, especially after expressions like *as follows* and *the following*. It should not follow a sentence fragment.

Choose the sentence that has the correct punctuation using colons.

- a. The conference speakers who were chosen by the steering committee included: Sean Smith, Bruce Chen, and Alicia Vanelli.**
- b. Send a check or money order to: 221 Ash Street, Athens, GA 22234.**
- c. John has a serious problem: he does not know how to relax.**
- d. During the next seven months, the state will complete the Smith Tunnel, the Marsh Bridge, and the Cape Cod Island Connector.**

.....

Choose the sentence that uses commas correctly.

- a. Edith Cohen who likes movies wants to be a film critic.**
- b. Senator Higgins, hoping for a compromise, began a long, impassioned speech.**
- c. Until we found the source of the smoke everyone was nervously searching all the wastebaskets.**
- d. This is a rough dangerous road to drive on at night.**

.....

Choose the sentence that uses commas correctly.

- a. Mindy might have mentioned that, “she was going to Boston tomorrow.”**
- b. He yelled “I found the jacket over here.”**
- c. “Johanna said, “In the spring, I like to plant my garden,” “I hate to do housework when the weather is beautiful.**

d. Does she still say, “Stay in the kitchen until the dishes are dry”?

Answer: Choice **c** is the correct answer. This sentence has two independent clauses. The second clause fills in the information that is hinted at in the first—it tells what John’s problem is.

.....

Answer: Choice **b** is the correct answer. A comma is used to set off nonessential phrases (*hoping for a compromise*).

.....

Answer: Choice **d** is the correct answer. The quoted material should be preceded by a comma.

Choose the sentence that correctly treats direct and indirect quotations.

- a. Alice Johnson, a local Realtor, reported last night that she saw three people running out of that old house.**
- b. According to some philosophers, “imagination is more important than knowledge.”**
- c. “I am very sorry, she replied, I cannot possibly get there before 11:00 a.m.”**
- d. Joan said sadly, “Then Alice said innocently, “I was only trying to help.””**

.....

Choose the sentence that correctly treats direct and indirect quotations.

- a. Mr. Jones, who was walking in the meadow yesterday, said, The runaway bull streaked right by me.**
- b. He announced, it was large, “brown, and looked dangerous.”**
- c. Although Mr. Jones had seen odd things before, he stated, This was the oddest.**
- d. “I was very scared,” Mr. Jones announced, “but everything worked out in the end.”**

.....

Choose the sentence that correctly treats direct and indirect quotations.

- a. Sofia was singing that old song, On Top of Old Smoky.**
- b. I saw a flyer on a college campus that read: “You’re invited” Resume workshop FREE.**

c. My brother said that, “he would miss the party.”

d. “Please do not tell me,” I said, “how the movie ends.”

Answer: Choice **a** is the correct answer. This is an indirect quote and does not require quotation marks.

.....

Answer: Choice **d** is the correct answer. The direct quotation is correctly stated and punctuated.

.....

Answer: Choice **d** is the correct answer. When a quoted sentence is divided into two parts by an interrupting expression such as *I said*, the second part of the quotation begins with a small, or lowercase, letter (*“how the movie ends”*).

Choose the sentence that uses semicolons correctly.

- a. Samuel followed his father's instructions; however, he was not happy about doing so.**
- b. There were two representatives from Boston, Massachusetts, four from Albany, New York, and three from Cleveland, Ohio.**
- c. Although gaining and maintaining a high level of physical fitness takes much time; the effort pays off in the long run.**
- d. The ice cream truck driver drove by my house today: he was tall and thin and wore a white uniform.**

.....

Choose the sentence that uses semicolons correctly.

- a. My aunt has wavy hair, she loves to wash and comb it.**
- b. I did not go to the park; instead, I worked on my project.**
- c. My cousin's new car is beautiful; but I have no desire to drive it.**
- d. If politicians agreed with each other, they would congratulate each other: politicians are all about congratulating each other.**

.....

Choose the sentence that uses semicolons correctly.

- a. In the fifteenth century, there were just a select few in France, Italy, and Germany; who could read.**
- b. The Boston Red Sox will play exhibition games on Wednesday, March 15, Thursday, March 16, and Friday, March 17.**

c. The clock was stopped with two seconds remaining in the game between the Celtics and the Hawks; the fans were standing and screaming.

d. We will invite Sam, Alicia, and Elsie; and Val will invite Lee and Sean.

Answer: Choice **a** is the correct answer. A semicolon is used between independent clauses joined by such words as *for instance*, *that is*, and *however*.

.....

Answer: Choice **b** is the correct answer. A semicolon is used between independent clauses joined by such words as *for instance*, *that is*, and *instead*. These conjunctions are usually followed by a comma (. . . *park; instead*, . . .).

.....

Answer: Choice **c** is the correct answer. Because the thoughts of the independent clauses are closely related, a semicolon is used instead of a period.

Select the example that correctly uses apostrophes.

- a. Both girl's behavior was not what we required for the camping trip.
- b. The six family's efforts to save the barn was heroic.
- c. To fill up a car tank in the old days, you only had to spend five dollars' worth of your budget.
- d. Did you see the sale on womens gloves at the department store?

.....

Select the example that correctly uses apostrophes.

- a. My two friends' homes will be featured in a magazine next month.
- b. The big house over there is my mother's-in-law house.
- c. Edith and Gwen's shoes were both made in Italy.
- d. Your the boss of this whole benefit party.

.....

Select the example that correctly uses apostrophes.

- a. Theirs no time like the present is an old saying.
- b. Who's owner let its dog out without a leash?
- c. Several student's desks were pushed into the corner.
- d. The word *Mississippi* has four *i*'s and two *p*'s.

Answer: Choice **c** is the correct answer. To form the possessive of a plural noun ending in -s, add only the apostrophe (*dollars'*).

.....

Answer: Choice **a** is the correct answer. To form the possessive of a plural noun ending in -s, add only the apostrophe (*friends'*).

.....

Answer: Choice **d** is the correct answer. An *'s* is used to form the plural of letters and signs (*two p's*).

Choose the sentence that correctly describes part of a business letter.

- a. The heading of a business letter requires you to write your name and date.**
- b. When you write an inside address in a business letter, it should include the street (*295 Belmont Street*), city, state, and ZIP code (*Brockton, MA 02789*). Also show the date (*October 3, 2013*).**
- c. If you are writing to a specific group, division, or company, use the following salutation: *Dear Customer Service*.**
- d. The salutation of a business letter should use the person's title and full name if you are writing to a professional man or woman (*Dear Dr. John Able*).**

.....

Choose the sentence that correctly describes part of a business letter.

- a. The closing of a business letter is the same as you use for friendly letters (*Your good friend*).**
- b. In closing your business letter, try to relate to the reader with a closing like, *Thanking you in advance, I am*, or *Hoping to hear from you soon, I am*.**
- c. In a business letter, here are some of the traps to avoid: Do not use uncommon words, do not send any communication without proofreading it and running a spelling and grammar check; and be sure your writing is not padded with unnecessary or flowery words that don't add anything to the point.**
- d. Sign your letter with your full name, such as *Mr. Charles Evens* or *Mrs. Alberta Fulbright*.**

.....

Answer: Choice **b** is the correct answer. As business letters are formal, include the company name on the first line, the number and name of the street on the second line, and the city, state, and ZIP code on the third line.

.....

Answer: Choice **c** is the correct answer. These three guides (and there are several more) should be employed when writing a business letter.

.....

Choose the sentence that correctly uses business titles.

- a. Address your business letter properly. For example, *President Richard Smith*.**
- b. Always use the full title of the person to whom you are writing: *Mr. Richard Thorpe, Sr. Ed*.**
- c. Include as much information as you know about the person to whom you are addressing your business letter: *Dr. David X. Liu, Ph.D*.**
- d. A proper business salutation would be *Dear Mr. Leslie Smith*:**

.....

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. The Chinese noodles are in the kitchen pantry, directly behind the box of cereal.**
- b. When in Scotland, I love to go to the Country to visit my distant relatives.**
- c. I enjoy many different types of food, but italian food is my favorite.**
- d. This is a new band that plays only christian music.**

.....

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. The fighting started south of the turkish border.**
- b. In the past, a very clever lawyer was called a Philadelphia Lawyer.**

c. This library has more books than both pleasantville Libraries put together.

d. I read a book about bears who live deep in the Michigan woods.

Answer: Choice **d** is the correct answer. If you do not know the sex of a recipient, make your best guess. For example, you are writing to someone named Leslie, but you do not know whether the person is male or female. The greeting in a business letter always ends in a colon (. . . *Smith:*).

.....

Answer: Choice **a** is the correct answer. The word *Chinese* is a proper adjective modifying *noodles*.

.....

Answer: Choice **d** is the correct answer. *Michigan* is used as a proper noun and is correctly capitalized.

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. Did you manage to get the *Billy Elliot* Tickets?**
- b. The various European cultures have been intermingling for thousands of years.**
- c. The chilean winters are very hot and dry.**
- d. The dutch language is spoken in the Netherlands.**

.....

Choose the sentence that correctly capitalizes proper nouns and adjectives.

- a. Can you name the british Prime Minister?**
- b. That person's grandmother was a spanish countess.**
- c. The russian king was called a tsar.**
- d. He lived in a town close to the Mexican border.**

.....

Choose the word that means the same, or about the same, as the underlined word.

absurd answer

- a. understandable**
- b. ridiculous**
- c. agreeable**

d. debatable

Answer: Choice **b** is the correct answer. *European* is a proper adjective modifying *cultures*. It is correctly capitalized.

.....

Answer: Choice **d** is the correct answer. *Mexican* is a proper adjective modifying the noun *border*.

.....

Answer: Choice **b** is the correct answer. The word *ridiculous* is an adjective meaning *absurd*.

Choose the word that means the same, or about the same, as the underlined word.

lustrous diamond ring

- a. popular
- b. expensive
- c. tarnished
- d. shiny

.....

Choose the word that means the same, or about the same, as the underlined word.

languid vacation

- a. expensive
- b. toxic
- c. relaxing
- d. busy

.....

Choose the word that means the same, or about the same, as the underlined word.

issue a reprieve

- a. postponement
- b. guilty verdict

c. opinion of innocence

d. valid sentence

Answer: Choice **d** is the correct answer. The word *shiny* is an adjective meaning lustrous.

.....

Answer: Choice **c** is the correct answer. The word *relaxing* is an adjective meaning less tense or languid.

.....

Answer: Choice **a** is the correct answer. The word *postponement* is a noun meaning to put off to a later time, or a reprieve.

Choose the word that means the same, or about the same, as the underlined word.

telepathic conversation

- a. uncomfortable**
- b. energized**
- c. confusing**
- d. thought-transferring**

.....

Choose the word that means the same, or about the same, as the underlined word.

succumb to the disease

- a. offer a valid treatment for**
- b. yield to**
- c. cure**
- d. study**

.....

Choose the word that means the same, or about the same, as the underlined word.

docile dog

- a. private or standoffish**
- b. violent**

c. manageable and easygoing

d. diseased

Answer: Choice **d** is the correct answer. The term *thought-transferring* is an adjective meaning a shifting of understanding from one person's mind to another person's mind, or telepathic.

.....

Answer: Choice **b** is the correct answer. The term *yield to* is a verb meaning to give up or succumb to without restraint.

.....

Answer: Choice **c** is the correct answer. The word *docile* is an adjective that means manageable and easygoing.

Choose the word that means the same, or about the same, as the underlined word.

negate the charge

- a. appreciate**
- b. approve**
- c. question**
- d. deny**

.....

Choose the word that best completes both sentences.

The truck will take the _____ to the county dump.

At one point in the film, the character will _____ to drop the loaded gun.

- a. agree**
- b. decide**
- c. garbage**
- d. refuse**

.....

Choose the word that best completes both sentences.

A lonely _____ fell from the eye of the little girl as she realized her dog was gone.

Please do not _____ the poster we are placing on the telephone pole.

a. tear

b. raindrop

c. destroy

d. staple

Answer: Choice **d** is the correct answer. The word *deny* is a verb meaning to reject recognition of an opinion, or to negate.

.....

Answer: Choice **d** is the correct answer. The word *refuse* is a noun meaning garbage and a verb meaning to give no more consideration.

.....

Answer: Choice **a** is the correct answer. The word *tear* is a noun meaning a salty, watery substance coming from the eye and a verb meaning to separate by pulling apart.

Choose the word that best completes both sentences.

Were you able to _____ the garden hose?

The _____ was not strong enough for the kite to remain in the air.

- a. air**
- b. wind**
- c. tape**
- d. string**

.....

Choose the word that best completes both sentences.

One should never _____ a child to a scary movie at such a young age.

The movie deals with a _____ that is inappropriate for children.

- a. introduce**
- b. subject**
- c. assumption**
- d. matter**

.....

Answer: Choice **b** is the correct answer. The word *wind* is a verb meaning to bend or turn and a noun meaning air that is in motion.

.....

Answer: Choice **b** is the correct answer. The word *subject* is a verb meaning to bring under control and a noun that means a department of learning.

.....

Read the following passage, then choose the words that best complete the meaning of the passage over the next four questions.

Helen Keller was born June 27, 1880, in Tuscumbia, Alabama. A healthy child at birth, Keller became ill at the age of 19 months, and this illness resulted in Keller’s (1) deaf, blind, and unable to speak. Until the age of six, Keller was considered a wild child who had uncomfortable fits. After much frustration and doubt that Keller would ever be able to communicate, Keller’s parents allowed Anne Sullivan to come and live in Tuscumbia to (2) young Helen in the use Braille, sign language, and speaking. Helen Keller became an ambassador of the United States as a symbol of courage and triumph to people all over the world.

Today, visitors can tour Ivy Green, the birthplace of Helen Keller. The well pump at which Keller spoke her first word is (3) on the property. Each summer, *The Miracle Worker*, a theatrical production (4) the story of Keller’s life as a young girl, is presented on the grounds of Ivy Green.

- 1. a. experiencing
- b. facilitating
- c. diagnosing
- d. becoming

.....

- 2. a. teach
- b. rally
- c. inoculate
- d. propose

.....

3. a. located

b. established

c. justified

d. tied

Answer: Choice **d** is the correct answer. The word *becoming* is a verb meaning the act of changing.

.....

Answer: Choice **a** is the correct answer. The word *teach* is a verb meaning to educate.

.....

Answer: Choice **a** is the correct answer. The word *located* is a verb meaning identified a place or established at a site.

4. a. eluding
- b. photographing
- c. dramatizing
- d. practicing

.....

Read the following passage, then choose the words that best complete the meaning of the passage over the next four questions.

Popcorn is a favorite snack food (1) by people around the world. Many flavors are available to consumers. Some of the most unusual flavors available in stores today are bacon, shrimp, vinegar, and ketchup. The (2) of these unique flavors makes for great conversation.

According to history books, popcorn has been eaten for hundreds of years. Groups that seemed to appreciate the (3) of popcorn include the American Indians. They would sit around the campfire and enjoy the tasty treat. Corn was easy to grow, and popcorn was digested well.

Popcorn is used not only for eating, but it is also used in decorating and crafting projects. One popular way to use popcorn is to (4) it into a garland and hang the creation from Christmas trees. Another example is to use the popped kernels as playing pieces on board games such as bingo. After the game is over, players can eat the popcorn.

1. a. experienced
- b. enjoyed
- c. diagnosed
- d. created

.....

2. a. understanding

b. inclusion

c. differences

d. variety

Answer: Choice **c** is the correct answer. The word *dramatizing* is a verb meaning presenting theatrically.

.....

Answer: Choice **b** is the correct answer. The word *enjoyed* is a verb meaning to bring favor.

.....

Answer: Choice **d** is the correct answer. The word *variety* is a noun meaning an assortment.

3. a. farming

b. position

c. economics

d. taste

.....

4. a. place

b. string

c. knit

d. harness

.....

Select the abstract nouns from the following list.

peace	telephone	livelihood
deceit	cheerfulness	jungle
NASA	smile	rubber band
test	eyelash	patience

Answer: Choice **d** is the correct answer. The word *taste* is a verb meaning to access a flavor using taste buds or a noun meaning an opinion.

.....

Answer: Choice **b** is the correct answer. The word *string* is a verb meaning to place together in a related order and a noun meaning a thread or cord used for binding.

.....

Answer: peace, livelihood, deceit, cheerfulness, patience

Choose the antecedents/pronouns that agree in number.

kids/him	everybody/they
Kathy and I/it	fish/they
group/it	fish/it
each/he or she	woman/we
both/they	

.....

Choose the word that is most nearly the opposite of the underlined word.

feisty

- a. staid**
- b. relevant**
- c. tangential**
- d. hot**

.....

Choose the word that is most nearly the opposite of the underlined word.

bigotry

- a. prognosis**
- b. open-mindedness**

c. badinage

d. parity

Answer: fish/they, group/it, fish/it, each/he or she, both/they

.....

Answer: a. staid

.....

Answer: b. open-mindedness

Choose the word that is most nearly the opposite of the underlined word.

agonize

- a. blasé**
- b. rectify**
- c. enjoy**
- d. trivial**

.....

Choose the word that is most nearly the opposite of the underlined word.

élan

- a. fidelity**
- b. ingenué**
- c. error**
- d. frumpy**

.....

Choose the word that is most nearly the opposite of the underlined word.

bane

- a. solace**
- b. crux**

c. pun

d. downfall

Answer: c. enjoy

.....

Answer: d. frumpy

.....

Answer: a. solace

Choose the word that is most nearly the opposite of the underlined word.

banal

a. puerile

b. trite

c. fresh

d. obtuse

.....

Choose the word that is most nearly the opposite of the underlined word.

addle

a. clarify

b. confuse

c. muddle

d. fluster

.....

Choose the word that is most nearly the opposite of the underlined word.

extricate

a. remove

b. entangle

c. malaise

d. gauche

Answer: c. fresh

.....

Answer: a. clarify

.....

Answer: b. entangle

Choose the word that is most nearly the opposite of the underlined word.

paradoxical

- a. contradictory**
- b. mysterious**
- c. enigmatic**
- d. evident**

.....

Choose the word that is most nearly the opposite of the underlined word.

purloin

- a. larceny**
- b. wallow**
- c. return**
- d. plausible**

.....

Practice using apostrophes by correcting the following underlined word.

Mrs. Clarks' store had been built in the 1970s.

Answer: d. evident

.....

Answer: c. return

.....

Answer: Clark's

Practice using apostrophes by correcting the following underlined words.

Everyones lawn chair's were stored in John and Marys backyard.

.....

Practice using apostrophes by correcting the following underlined words.

They had gone to the ladies room to powder their nose's.

.....

Practice using apostrophes by correcting the following underlined words.

Wed rather have dinner at my mother-in-laws house next door.

Answer: Everyone's, chairs, Mary's

.....

Answer: ladies', noses

.....

Answer: We'd, mother-in-law's

Practice using apostrophes by correcting the following underlined words.

The Barnes' house has two garage door's.

.....

Choose the correct word in the following sentence.

I will have two (*week's, weeks'*) vacation in November this year.

.....

Choose the correct word in the following sentence.

Gen. (*Jone's, Jones's*) order was to leave on Sunday.

Answer: Barnes's, doors

.....

Answer: I will have two *weeks*' vacation in November this year.

.....

Answer: Gen. *Jones*'s order was to leave on Sunday.

Choose the correct word in the following sentence.

My letter to my professor was addressed, “Mary Stevens, (*PHD*, *PhD*).”

.....

Choose the correct word in the following sentence.

(*Les’s and Larry’s*, *Les and Larry’s*) mopeds were parked outside.

.....

Choose the correct word in the following sentence.

My uncle moved to the state of (*M.D.*, *MD*) when he became a doctor.

Answer: My letter to my professor was addressed, “Mary Stevens, PhD.”

.....

Answer: *Les’s and Larry’s* mopeds were parked outside.

.....

Answer: My uncle moved to the state of *MD* when he became a doctor.

Which of the following are common nouns?

chair	joy	knitted
Australia	supermarket	Ohio
Monticello	understand	toddlers
saucepan	dancing	hostess

.....

Fill the blank in the word with the correct silent consonant.

ans_er

.....

Fill the blank in the word with the correct silent consonant.

_naw

Answer: chair, supermarket, toddlers, saucepan, hostess

.....

Answer: answer

.....

Answer: gnaw

Fill the blank in the word with the correct silent consonant.

_seudonym

.....

Fill the blank in the word with the correct silent consonant.

autum_

.....

Fill the blank in the word with the correct silent consonant.

indi_t

Answer: pseudonym

.....

Answer: autumn

.....

Answer: indict

Fill the blank in the word with the correct silent consonant.

_sychology

.....

Fill the blank in the word with the correct silent consonant.

blig_t

.....

Fill the blank in the word with the correct silent consonant.

_neel

Answer: psychology

.....

Answer: blight

.....

Answer: kneel

Fill the blank in the word with the correct silent consonant.

r_etorical

.....

Fill the blank in the word with the correct silent consonant.

ca_m

.....

Fill the blank in the word with the correct silent consonant.

_night

Answer: rhetorical

.....

Answer: calm

.....

Answer: knight

Fill the blank in the word with the correct silent consonant.

su_tle

.....

Fill the blank in the word with the correct silent consonant.

de_t

.....

Fill the blank in the word with the correct silent consonant.

_nowledge

Answer: subtle

.....

Answer: debt

.....

Answer: knowledge

Fill the blanks in the word with the correct silent consonants.

throu_ _

.....

Fill the blank in the word with the correct silent consonant.

g_ost

.....

Fill the blank in the word with the correct silent consonant.

_salm

Answer: through

.....

Answer: ghost

.....

Answer: psalm

Fill the blank in the word with the correct silent consonant.

_rite

.....

Create a contraction from the following phrase.

he will

.....

Create a contraction from the following phrase.

I will

Answer: write

.....

Answer: he'll

.....

Answer: I'll

Create a contraction from the following phrase.

we will

.....

Create a contraction from the following phrase.

it is

.....

Create a contraction from the following phrase.

she is

Answer: we'll

.....

Answer: it's

.....

Answer: she's

Create a contraction from the following phrase.

you are

.....

Create a contraction from the following phrase.

they are

.....

Create a contraction from the following phrase.

we are

Answer: you're

.....

Answer: they're

.....

Answer: we're

Create a contraction from the following phrase.

cannot

.....

Create a contraction from the following phrase.

does not

.....

Create a contraction from the following phrase.

have not

Answer: can't

.....

Answer: doesn't

.....

Answer: haven't

Create a contraction from the following phrase.

should not

.....

Create a contraction from the following phrase.

will not

.....

Select the best revision for the following sentence.

Exhausted after a long day at the office, Tom only used the treadmill for ten minutes before heading home from the gym.

- a. After Tom's exhausting day at the office, he only used the treadmill for ten minutes before heading home from the gym.**
- b. Exhausted after a long day at the office, Tom headed home from the gym after only using the treadmill for ten minutes.**
- c. Exhausted after a long day at the office, Tom used the treadmill for only ten minutes before heading home from the gym.**
- d. Correct as is.**

Answer: shouldn't

.....

Answer: won't

.....

Answer: Choice **c** is correct. In the original sentence, the word *only* is in the wrong spot, and this choice moves it to where it belongs, right before *ten minutes*.

Fill in the blank with the correct gerund form of the verb to study.

Don't postpone _____ for the test.

.....

Give a homonym for the following word.

affect

.....

Give a homonym for the following word.

led

Answer: Don't postpone *studying* for the test. The gerund *studying* serves as the object of *don't postpone*.

.....

Answer: *affect/effect*

.....

Answer: *led/lead*

Give a homonym for the following word.

altar

.....

Give a homonym for the following word.

minor

.....

Give a homonym for the following word.

bare

Answer: *altar/alter*

.....

Answer: *minor/miner*

.....

Answer: *bare/bear*

Give a homonym for the following word.

passed

.....

Give a homonym for the following word.

bloc

.....

Give a homonym for the following word.

peal

Answer: passed/past

.....

Answer: bloc/block

.....

Answer: peal/peel

Give a homonym for the following word.

cite

.....

Give a homonym for the following word.

piece

.....

Give a homonym for the following word.

cord

Answer: cite/site

.....

Answer: piece/peace

.....

Answer: cord/chord

Give a homonym for the following word.

sheer

.....

Give a homonym for the following word.

coarse

.....

Give a homonym for the following word.

stationery

Answer: sheer/shear

.....

Answer: coarse/course

.....

Answer: stationery/stationary

Give a homonym for the following word.

knew

.....

Give a homonym for the following word.

descent

.....

Give a homonym for the following word.

weak

Answer: knew/new

.....

Answer: descent/dissent

.....

Answer: weak/week

Give a homonym for the following word.

dual

.....

Give a homonym for the following word.

which

.....

Give a homonym for the following word.

heal

Answer: dual/duel

.....

Answer: which/witch

.....

Answer: heal/heel

Give a homonym for the following word.

write

.....

Give a homonym for the following word.

sea

.....

Give a homonym for the following word.

its

Answer: write/right

.....

Answer: sea/see

.....

Answer: its/it's

Give a homonym for the following word.

know

.....

Give a homonym for the following word.

through

.....

Give a homonym for the following word.

then

Answer: know/no

.....

Answer: through/threw

.....

Answer: then/than

Give a homonym for the following word.

there

.....

Give a homonym for the following word.

to

.....

Give a homonym for the following word.

you're

Answer: there/their/they're

.....

Answer: to/too/two

.....

Answer: you're/your

Give a homonym for the following word.

whether

.....

Choose the correct word (lead/led) to complete the following sentence:

Mira _____ the congregation in song at the memorial service yesterday.

.....

Which of the following sentences makes correct use of the infinitive?

I'll try and buy the tickets at the box office rather than online.

I'll try to buy the tickets at the box office rather than online.

Answer: whether/weather

.....

Answer: *led*

Mira *led* the congregation in song at the memorial service yesterday. *Led* is the past tense of the verb *to lead*, which means to direct or guide others. *Lead* is also type of natural mineral that's used in pencils.

.....

Answer:

Incorrect: I'll try and buy the tickets at the box office rather than online.

Correct: I'll try *to buy* the tickets at the box office rather than online.

Which of the following are interrogative pronouns?

who	when	whose
which	whom	whomever
how	where	what

.....

Identify the irregular verbs.

forgive	walk	sew	hear
grow	wash	pet	play
buy	hide	sit	throw

.....

Fill in the blank with the past perfect form of *to know*:

If I _____ it was going to rain, I would have canceled the picnic.

Answer: who, when, how, where, what

.....

Answer: forgive, grow, buy, hide, sew, pet, sit, hear, throw

.....

Answer: If I *had known* it was going to rain, I would have canceled the picnic.

Add -s or -es to the word in the following sentence.

The children created a game in which they pretended to be animal_.

.....

Add -s or -es to the word in the following sentence.

There were flash_ of lightning in the dark sky.

.....

Add -s or -es to the word in the following sentence.

He struck several match_ before one finally caught fire.

Answer: animals

.....

Answer: flashes

.....

Answer: matches

Add -s or -es to the word in the following sentence.

You have two guess_ at the correct answer.

.....

Add -s or -es to the word in the following sentence.

Spelling is one of the most helpful skill_ you can develop.

.....

Add -s or -es to the word in the following sentence.

He peeled so many potato_ in the army that he wouldn't eat french fries for a year.

Answer: guesses

.....

Answer: skills

.....

Answer: potatoes

Add -s or -es to the word in the following sentence.

The two soprano_ gave a wonderful performance.

.....

Add -s or -es to the word in the following sentence.

He wished there were more hero_ in the world today.

.....

Add -s or -es to the word in the following sentence.

The piano_ were out of tune.

Answer: sopranos

.....

Answer: heroes

.....

Answer: pianos

Add -s or -es to the word in the following sentence.

The farmers harvest their tomato_ in the summer months.

.....

Choose the nouns that have been made possessive correctly.

child's	her's	Jody's
Congress'	tooth's	cactus's
puppies'	moms'	Jason's
women's	his'	dress's

.....

Identify and define the prefix in the following word.

antecedent

Answer: tomatoes

.....

Answer: child's, Jody's, tooth's, cactus's, puppies', moms', Jason's,
women's, dress's

.....

Answer: The prefix **ante** means *before*.

Identify and define the prefix in the following word.

antipathy

.....

Identify and define the prefix in the following word.

circumvent

.....

Identify and define the prefix in the following word.

consensus

Answer: The prefix **anti** means *against*.

.....

Answer: The prefixes **circum** and **circ** mean *around*.

.....

Answer: The prefix **con** means *with, together*.

Identify and define the prefix in the following word.

controversy

.....

Identify and define the prefix in the following word.

decimate

.....

Identify and define the prefix in the following word.

demote

Answer: The prefix **contr** means *against*.

.....

Answer: The prefix **dec** means *ten*.

.....

Answer: The prefix **de** means *down, away from*.

Identify and define the prefix in the following word.

disinterested

.....

Identify and define the prefix in the following word.

euphemism

.....

Identify and define the prefix in the following word.

exorbitant

Answer: The prefix **dis** means *not, opposite of*.

.....

Answer: The prefix **eu** means *good, well*.

.....

Answer: The prefix **ex** means *out of, away from*.

Identify and define the prefix in the following word.

illegible

.....

Identify and define the prefix in the following word.

intermittent

.....

Identify and define the prefix in the following word.

malevolent

Answer: The prefix **il** means *not, opposite*.

.....

Answer: The prefix **inter** means *between*.

.....

Answer: The prefix **mal** means *bad*.

Identify and define the prefix in the following word.

precursor

.....

Identify and define the prefix in the following word.

prognosis

.....

Identify and define the prefix in the following word.

retrospect

Answer: The prefix **pre** means *before*.

.....

Answer: The prefix **pro** means *before*.

.....

Answer: The prefix **retro** means *back, again*.

Identify and define the prefix in the following word.

subordinate

.....

Identify and define the prefix in the following word.

synthesis

.....

Identify and define the prefix in the following word.

transcend

Answer: The prefix **sub** means *under*.

.....

Answer: The prefix **syn** means *with* or *together*.

.....

Answer: The prefix **trans** means *across*.

Identify and define the prefix in the following word.

triplicate

.....

Choose the correct pronoun to complete the following sentence.

Joe had _____ temperature taken at the doctor’s office on Tuesday.

- a. its**
- b. his**
- c. him**
- d. our**

.....

Choose the proper nouns from the following list.

Texas	Work	Clock
Puzzle	Nancy	Mr. Klondike
Mouse	Mexico	City Basketball
IBM	Spiderman	Mt. Everest

Answer: The prefix **tri** means *three*.

.....

Answer: Choice b is correct. Joe had *his* temperature taken at the doctor's office on Tuesday.

.....

Answer: Texas, Nancy, Mr. Klondike, Mexico, IBM, Spiderman, Mt. Everest

Identify and define the root in the following word.

agonize

.....

Identify and define the root in the following word.

audible

.....

Identify and define the root in the following word.

belligerent

Answer: The root **agon** means *struggle, contest*.

.....

Answer: The root **aud** means *hear*.

.....

Answer: The root **bell** means *war*.

Identify and define the root in the following word.

chronic

.....

Identify and define the root in the following word.

demographic

.....

Identify and define the root in the following word.

fidelity

Answer: The root **chron** means *time*.

.....

Answer: The root **dem** means *people*.

.....

Answer: The root **fid** means *faith*.

Identify and define the root in the following word.

fluctuate

.....

Identify and define the root in the following word.

genocide

.....

Identify and define the root in the following word.

incognito

Answer: The root **flu** means *to flow*.

.....

Answer: The root **gen** means *race* or *kind*.

.....

Answer: The root **cog** means *to know*.

Identify and define the root in the following word.

inducement

.....

Identify and define the root in the following word.

interrogate

.....

Identify and define the root in the following word.

loquacious

Answer: The root **duc** means *lead*.

.....

Answer: The root **rog** means *to ask*.

.....

Answer: The root **loq** means *speak*.

Identify and define the root in the following word.

nominal

.....

Identify and define the root in the following word.

pathos

.....

Identify and define the root in the following word.

protracted

Answer: The root **nom** means *name*.

.....

Answer: The root **path** means *feelings*.

.....

Answer: The root **tract** means *draw, pull*.

Identify and define the root in the following word.

rejected

.....

Identify and define the root in the following word.

sophisticated

.....

Identify and define the root in the following word.

tenacious

Answer: The root **ject** means *to throw* or *send*.

.....

Answer: The root **soph** means *wisdom*.

.....

Answer: The root **ten** means *hold*.

Identify and define the root in the following word.

verify

.....

Identify and define the root in the following word.

vivacious

.....

Fill in the blank with the correct form of the verb *to perform*:

The children _____ in the play last year.

Answer: The root **ver** means *truth*.

.....

Answer: The root **viv** means *life*.

.....

Answer: The children *performed* in the play last year. The correct form is *performed*, since the action occurred at a particular point in the past.

Choose the word that is spelled correctly.

a. percieve

b. achieve

c. reciept

d. hygeine

.....

Choose the word that is spelled correctly.

a. knarled

b. blight

c. alite

d. fraut

.....

Choose the word that is spelled correctly.

a. indeight

b. indite

c. indight

d. indict

Answer: b. achieve

.....

Answer: b. blight

.....

Answer: d. indict

Choose the word that is spelled correctly.

- a. narrled**
- b. gnarled**
- c. gnarllled**
- d. narled**

.....

Choose the word that is spelled correctly.

- a. curriculums**
- b. curriculmns**
- c. curriculas**
- d. curricula**

.....

Choose the word that is spelled correctly.

Spike was the most _____ dog you could ever WISH FOR.

- a. peacable**
- b. paeceable**
- c. paecable**
- d. peaceable**

Answer: b. gnarled

.....

Answer: d. curricula

.....

Answer: d. peaceable

Choose the word that is spelled correctly.

Spending your summer in Spain will be a great _____ for you to improve your Spanish.

- a. opportunity**
- b. opportuneity**
- c. oportunity**
- d. oportuneity**

.....

Choose the word that is spelled correctly.

Al and Jane hired attorneys, and together, the _____ bills added up to over \$10,000.

- a. lawyer's**
- b. lawyers's**
- c. lawyers'**
- d. lawyers**

.....

Choose the word that is spelled correctly.

The county commissioners said _____ going to discuss the taxation issue at the meeting next week.

- a. they're**
- b. there**

c. their

d. thei'r

Answer: a. opportunity

.....

Answer: c. lawyers'

.....

Answer: a. they're

Choose the word that is spelled correctly.

In order for Scott to receive his two master's degrees, he had to write two different _____.

- a. theses**
- b. thesis**
- c. thesis'**
- d. thesis's**

.....

Choose whether *ei* or *ie* should be used to complete the following word.

d__gn

.....

Choose whether *ei* or *ie* should be used to complete the following word.

r__gn

Answer: a. theses

.....

Answer: *deign*

.....

Answer: *reign*

Choose whether *ei* or *ie* should be used to complete the following word.

ch__f

.....

Choose whether *ei* or *ie* should be used to complete the following word.

__ght

.....

Choose whether *ei* or *ie* should be used to complete the following word.

f__rce

Answer: *chief*

.....

Answer: *eight*

.....

Answer: *fierce*

Choose whether *ei* or *ie* should be used to complete the following word.

w__ld

.....

Choose whether *ei* or *ie* should be used to complete the following word.

ser__s

.....

Choose whether *ei* or *ie* should be used to complete the following word.

sl__gh

Answer: *wield*

.....

Answer: *series*

.....

Answer: *sleigh*

Choose whether *ei* or *ie* should be used to complete the following word.

p__ce

.....

Choose whether *ei* or *ie* should be used to complete the following word.

retr__ve

.....

Choose whether *ei* or *ie* should be used to complete the following word.

cash__r

Answer: *piece*

.....

Answer: *retrieve*

.....

Answer: *cashier*

Choose whether *ei* or *ie* should be used to complete the following word.

f__gn

.....

Choose whether *ei* or *ie* should be used to complete the following word.

surv__llance

.....

Choose whether *ei* or *ie* should be used to complete the following word.

fr__ght

Answer: *feign*

.....

Answer: *surveillance*

.....

Answer: *freight*

Choose whether *ei* or *ie* should be used to complete the following word.

bel__f

.....

Choose whether *ei* or *ie* should be used to complete the following word.

n__ce

.....

Choose whether *ei* or *ie* should be used to complete the following word.

v__n

Answer: *belief*

.....

Answer: *niece*

.....

Answer: *vein*

Choose whether *ei* or *ie* should be used to complete the following word.

ach__ve

.....

Choose whether *ei* or *ie* should be used to complete the following word.

h__nous

.....

Choose whether *ei* or *ie* should be used to complete the following word.

w__ght

Answer: *achieve*

.....

Answer: *heinous*

.....

Answer: *weight*

Choose whether *ai* or *ia* should be used to complete the following word.

Brit__n

.....

Choose whether *ai* or *ia* should be used to complete the following word.

men__l

.....

Choose whether *ai* or *ia* should be used to complete the following word.

guard__n

Answer: Britain

.....

Answer: menial

.....

Answer: guardian

Choose whether *ai* or *ia* should be used to complete the following word.

capt__n

.....

Choose whether *ai* or *ia* should be used to complete the following word.

curt__n

.....

Choose whether *ai* or *ia* should be used to complete the following word.

vill__n

Answer: *captain*

.....

Answer: *curtain*

.....

Answer: *villain*

Choose whether *ai* or *ia* should be used to complete the following word.

civil__n

.....

Choose whether *ai* or *ia* should be used to complete the following word.

famil__r

.....

Choose whether *ai* or *ia* should be used to complete the following word.

chieft__n

Answer: *civilian*

.....

Answer: *familiar*

.....

Answer: *chieftain*

Choose whether *ai* or *ia* should be used to complete the following word.

allev__te

.....

Choose whether *ai* or *ia* should be used to complete the following word.

brill__nt

.....

Choose whether *ai* or *ia* should be used to complete the following word.

cert__n

Answer: *alleviate*

.....

Answer: *brilliant*

.....

Answer: *certain*

Choose whether *ai* or *ia* should be used to complete the following word.

med__n

.....

Choose whether *ai* or *ia* should be used to complete the following word.

fount__n

.....

Which sentence uses correct subject-verb agreement?

The president, along with his wife and two daughters, are going to Hawaii on vacation.

The president, along with his wife and two daughters, is going to Hawaii on vacation.

Answer: *median*

.....

Answer: *fountain*

.....

Answer: The president, along with his wife and two daughters, *is* going to Hawaii on vacation.

Although we know that four people are going on vacation—the president, his wife, and their two daughters—the sentence really has only one subject: *the president*. The phrase *along with his wife and two daughters* is just a side point; it is set off with commas and is not essential to the grammar of the sentence. Since the real subject, *the president*, is singular, the verb should be singular too: *is*.

Rewrite the following word in parentheses with the suffix provided.

We hired two (attorney + -s) to handle the case.

.....

Rewrite the following word in parentheses with the suffix provided.

I found the movie very (enjoy + -able).

.....

Rewrite the following word in parentheses with the suffix provided.

The children were (play + -ing) outdoors.

Answer: attorneys

.....

Answer: enjoyable

.....

Answer: playing

Rewrite the following word in parentheses with the suffix provided.

The mosquitoes were a serious (annoy + *-ance*).

.....

Rewrite the following word in parentheses with the suffix provided.

He always (hurry + *-es*) to get to school early.

.....

Rewrite the following word in parentheses with the suffix provided.

The lumberjack ate (heartly + *-ly*) through a stack of pancakes.

Answer: annoyance

.....

Answer: hurries

.....

Answer: heartily

Rewrite the following word in parentheses with the suffix provided.

She spent all her spare time (study + *-ing*) for the exam.

.....

Rewrite the following word in parentheses with the suffix provided.

He (angry + *-ly*) slammed the door.

.....

Rewrite the following word in parentheses with the suffix provided.

The student is (worry + *ed*) that she won't get her assignment turned in on time.

Answer: studying

.....

Answer: angrily

.....

Answer: worried

Identify and define the suffix in the following word.

agrarian

.....

Identify and define the suffix in the following word.

antagonist

.....

Identify and define the suffix in the following word.

bigotry

Answer: The suffix **-ian** means *one who is or does*.

.....

Answer: The suffix **-ist** means *one who*.

.....

Answer: The suffix **-ry** means *state of*.

Identify and define the suffix in the following word.

consummate

.....

Identify and define the suffix in the following word.

copious

.....

Identify and define the suffix in the following word.

cryptic

Answer: The suffix **-ate** means *to make*.

.....

Answer: The suffix **-ious** means *having the quality of*.

.....

Answer: The suffix **-ic** means *causing*.

Identify and define the suffix in the following word.

deferment

.....

Identify and define the suffix in the following word.

exacerbate

.....

Identify and define the suffix in the following word.

furtive

Answer: The suffix **-ment** means *quality of*.

.....

Answer: The suffix **-ate** means *to make*.

.....

Answer: The suffix **-ive** means *having the nature of*.

Identify and define the suffix in the following word.

laudable

.....

Identify and define the suffix in the following word.

geology

.....

Identify and define the suffix in the following word.

minimize

Answer: The suffix **-able** means *capable of*.

.....

Answer: The suffix **-ology** means *study of*.

.....

Answer: The suffix **-ize** means *to subject to an action*.

Identify and define the suffix in the following word.

mutation

.....

Identify and define the suffix in the following word.

obsolescence

.....

Identify and define the suffix in the following word.

parity

Answer: The suffix **-tion** means *action of, state of*.

.....

Answer: The suffix **-escence** means *state of*.

.....

Answer: The suffix **-ity** means *state of being*.

Identify and define the suffix in the following word.

pragmatism

.....

Rewrite the following word in parentheses with the suffix provided.

She insisted on (relay + *-ing*) the message to her father.

.....

Identify and define the suffix in the following word.

provocative

Answer: The suffix **-ism** means *state or doctrine of*.

.....

Answer: relaying

.....

Answer: The suffix **-ive** means *having the nature of*.

Identify and define the suffix in the following word.

puerile

.....

Identify and define the suffix in the following word.

rectify

.....

Identify and define the suffix in the following word.

relentless

Answer: The suffix **-ile** means *pertaining to*.

.....

Answer: The suffix **-ify** means *to make*.

.....

Answer: The suffix **-less** means *without*.

Identify and define the suffix in the following word.

venerate

.....

Choose the word that is closest in meaning to the underlined word.

purge

- a. cite**
- b. purify**
- c. perspective**
- d. decimate**

.....

Choose the word that is closest in meaning to the underlined word.

parity

- a. equality**
- b. mimicry**
- c. antipathy**
- d. sympathy**

Answer: The suffix **-ate** means *to make*.

.....

Answer: b. purify

.....

Answer: a. equality

Choose the word that is closest in meaning to the underlined word.

furtive

- a. open**
- b. demote**
- c. secret**
- d. utopia**

.....

Choose the word that is closest in meaning to the underlined word.

pathos

- a. loyalty**
- b. fidelity**
- c. pity**
- d. epitome**

.....

Choose the word that is closest in meaning to the underlined word.

audacious

- a. badinage**
- b. guttural**
- c. bold**

d. stolid

Answer: c. secret

.....

Answer: c. pity

.....

Answer: c. bold

Choose the word that is closest in meaning to the underlined word.

controversy

a. antecedent

b. debate

c. excessive

d. sympathy

.....

Choose the word that is closest in meaning to the underlined word.

staid

a. pallor

b. sham

c. sober

d. elite

.....

Choose the word that is closest in meaning to the underlined word.

addle

a. stolid

b. empiric

c. ruminant

d. muddle

Answer: b. debate

.....

Answer: c. sober

.....

Answer: d. muddle

Choose the word that is closest in meaning to the underlined word.

erudite

- a. genteel**
- b. scholarly**
- c. garrulous**
- d. bequest**

.....

Choose the word that is closest in meaning to the underlined word.

tenet

- a. belief**
- b. antecedent**
- c. teleology**
- d. demote**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

controversy

- a. dispute**
- b. quarrel**
- c. consensus**

d. debate

e. disputation

Answer: b. scholarly

.....

Answer: a. belief

.....

Answer: c. *consensus*. *Controversy* is a discussion where opposing views clash. Therefore, *consensus* would not be a synonym of the word because it means to come to an agreement.

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

disinterested

- a. selfish**
- b. impartial**
- c. neutral**
- d. objective**
- e. unbiased**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

antipathy

- a. aversion**
- b. dislike**
- c. hatred**
- d. sympathy**
- e. abhorrence**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

exorbitant

a. reasonable

b. excessive

c. overpriced

d. inflated

e. steep

Answer: a. *selfish*. *Disinterested* means not motivated by personal interest. Therefore, *selfish* would not be a synonym of the word because it means the opposite—to have a personal interest.

.....

Answer: d. *sympathy*. *Antipathy* means to have a feeling of hatred toward someone or something. Since *sympathy* means to have feelings of compassion for someone or something, it cannot be a synonym of the word.

.....

Answer: a. *reasonable*. *Exorbitant* means excessive; thus, *reasonable* is the opposite in meaning and cannot be a synonym.

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

intermittent

- a. sporadic**
- b. alternating**
- c. recurring**
- d. occasional**
- e. continual**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

malevolent

- a. malicious**
- b. spiteful**
- c. nasty**
- d. disinterested**
- e. wicked**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

transcend

a. exceed

b. descend

c. excel

d. surpass

e. outdo

Answer: e. continual. *Intermittent* means to happen at regular intervals, whereas *continual* means without stopping; therefore, it cannot be the synonym of the word.

.....

Answer: d. disinterested. *Malevolent* means to have evil feelings and intentions toward someone or something. *Disinterested* means to be neutral about someone or something; thus, it cannot be the synonym of the word.

.....

Answer: b. descend. *Transcend* means to go beyond, whereas *descend* means to go below and cannot be a synonym of the word.

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

precursor

- a. successor**
- b. forerunner**
- c. ancestor**
- d. antecedent**
- e. predecessor**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

consensus

- a. agreement**
- b. harmony**
- c. disagreement**
- d. consent**
- e. unity**

.....

The following word is followed by four synonyms and one word that is not a synonym. Choose the word that is not a synonym.

decimate

a. demolish

b. annihilate

c. build

d. slaughter

e. kill

Answer: a. *successor*. A *precursor* is something that comes before. *Successor* cannot be a synonym because it means something that comes after.

.....

Answer: c. *disagreement*. *Consensus* is an agreement, so *disagreement* cannot be a synonym.

.....

Answer: c. *build*. *Decimate* means to destroy; therefore, *build* cannot be a synonym of the word.

Which sentence in each set uses the correct verb tense?

She left the house and forgets her keys in the kitchen.

She left the house and forgot her keys in the kitchen.

Jon signed up to run the marathon, but after talking to his doctor, he decided it would be too difficult.

Jon signed up to run the marathon, but after talking to his doctor, he decides it would be too difficult.

.....

Choose the best word to fill in the blank.

When I received my term paper back, my teacher's comments on it were so _____ that I had to ask him to explain each one.

a. disinterested

b. copious

c. audible

d. illegible

.....

Choose the best word to fill in the blank.

The _____ data supports the belief that there has been an increase in population.

a. nominal

b. demographic

c. pragmatic

d. puerile

Answers:

Incorrect: She left the house and forgets her keys in the kitchen.

Correct: She *left* the house and *forgot* her keys in the kitchen.

Correct: Jon *signed up* to run the marathon, but after talking to his doctor, he *decided* it would be too difficult.

Incorrect: Jon signed up to run the marathon, but after talking to his doctor, he decides it would be too difficult.

.....

Answer: d. When I received my term paper back, my teacher's comments on it were so *illegible* that I had to ask him to explain each one.

.....

Answer: b. The *demographic* data supports the belief that there has been an increase in population.

Choose the best word to fill in the blank.

The veterinarian came out and told the cat's owner that the animal's _____ for recovery is good.

- a. prognosis**
- b. etymology**
- c. pragmatism**
- d. euphemism**

.....

Choose the best word to fill in the blank.

Because I didn't want anyone else to be able to uncover the meaning of my note, I wrote a _____ message only he could understand.

- a. chronic**
- b. agoraphobic**
- c. cryptic**
- d. incisive**

.....

Choose the best word to fill in the blank.

Scientists research gene _____ in fruit flies to see how genes change from one generation to the next.

- a. remittance**
- b. mutation**

c. mediocre

d. cliché

Answer: a. The veterinarian came out and told the cat's owner that the animal's *prognosis* for recovery is good.

.....

Answer: c. Because I didn't want anyone else to be able to uncover the meaning of my note, I wrote a *cryptic* message only he could understand.

.....

Answer: b. Scientists research gene *mutation* in fruit flies to see how genes change from one generation to the next.

Choose the best word to fill in the blank.

The hotel tried to _____ the mistake by giving us a suite at a reduced price.

- a. debut**
- b. rectify**
- c. recapitulate**
- d. exempt**

.....

Choose the best word to fill in the blank.

The theater's acoustics were awful; the actors' voices were barely _____.

- a. equity**
- b. audible**
- c. bandwidth**
- d. abrogate**

.....

Choose the best word to fill in the blank.

In court, the witness committed _____ when she lied to the judge.

- a. perjury**
- b. solace**

c. mimicry

d. rancor

Answer: b. The hotel tried to *rectify* the mistake by giving us a suite at a reduced price.

.....

Answer: b. The theater's acoustics were awful; the actors' voices were barely *audible*.

.....

Answer: a. In court, the witness committed *perjury* when she lied to the judge.

Choose the best word to fill in the blank.

The _____ in her letter was so lovely that I read it over and over.

- a. nepotism**
- b. prose**
- c. hyperbole**
- d. guffaw**

.....

Choose the best word to fill in the blank.

The one year the company did not break even was just a/an _____.

- a. acme**
- b. facetious**
- c. syllogism**
- d. anomaly**

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

It was a (surprise + *-ing*) ending.

Answer: b. The *prose* in her letter was so lovely that I read it over and over.

.....

Answer: d. The one year the company did not break even was just a/an *anomaly*.

.....

Answer: surprising

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

The real estate agent said that the property would be very (desire + *-able*) on the market.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

The astronauts were remarkably (courage + *-ous*) men and women.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

(Fortunate + *-ly*), she made it home right before the rain started.

Answer: desirable

.....

Answer: courageous

.....

Answer: fortunately

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

The Quakers are a (peace + *-able*) people.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

He read a great (advertise + *-ment*) in the paper today.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

He had to learn not to be so (care + *-less*) with his wallet.

Answer: peaceable

.....

Answer: advertisement

.....

Answer: careless

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

He was known for his (polite + *-ness*) and good manners.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

They had an (argue + *-ment*) on the phone.

.....

Combine the following word with the ending indicated, keeping or omitting the final *e* as necessary.

He left the room in a (disgrace + *-ful*) condition.

Answer: politeness

.....

Answer: argument

.....

Answer: disgraceful

READING COMPREHENSION

Reading Passage Strategies

Follow these **five steps** to help you understand any written passage:

- 1.** Before you start to read, **scan the passage** to get a sense of what it is about and note how the information is organized.
- 2. Read the passage.** Try to relate the information in the passage to your own life experiences.
- 3.** As you read, **write down questions** that you may have about the content.
- 4. Determine the author's main argument**, and write that down. Then quickly outline the main points that the author makes to support that argument, and restate them in your own words.
- 5. Evaluate the author's argument.** Did he or she provide good support or enough evidence for it? Why or why not? Does the way he or she writes affect you emotionally? Why or why not?

Read the passage for key information and answer the following five questions.

Instructions for License Renewal

A driver's license must be renewed every four years. A renewal application is sent approximately five to seven weeks before the expiration date listed on the license. Individuals who fail to renew within three years of the license expiration date are not eligible for a renewal and must repeat the initial licensing process. To renew a license, you must visit a Motor Vehicles Agency. You must present a completed renewal application; your current driver's license; acceptable proof of age, identification, and address; and proof of social security in the form of a Social Security card, a state or federal income tax return, a current pay stub, or a W-2 form. You must also pay the required fee. If all the documents and payment are in order, your photo will be taken and a new license will be issued.

1. What documents does one need to renew a driver's license?

.....

2. What documents represent proof of social security?

.....

3. How often must one renew a driver's license?

Answer: Completed renewal application, current driver’s license, acceptable proof of age, identification and address, proof of Social Security, money to pay required fee

.....

Answer: Social Security card, state or federal income tax return, current pay stub, W-2 form

.....

Answer: Every four years.

4. How does one obtain the renewal form?

.....

5. True or False: You can renew your driver's license by mail.

.....

Answer: It is sent five to seven weeks before the current license expires.

.....

Answer: False: You can renew only by visiting a Motor Vehicles Agency.

.....

Read the passage for key information and answer the following six questions.

On Friday, October 21, at approximately 8:30 a.m., Judith Reynolds, owner of The Cupcake Factory, arrived at her establishment to find that it had been robbed and vandalized overnight. The front window of the shop at 128 Broad Street was broken, and chairs and tables were overturned throughout the café area. Additionally, the cash register had been pried open and emptied of money.

The thieves attempted to open the safe as well, but were unsuccessful. Ms. Reynolds used her cell phone to report the crime to the police. She also phoned the proprietor of Primo Pizza, located at 130 Broad Street, as she noticed that the door of that restaurant showed signs of forced entry. The police department is asking anyone with information to call 555-2323.

1. What happened to The Cupcake Factory?

.....

2. When was the crime discovered?

.....

3. Where did it happen?

Answer: It was robbed and vandalized.

.....

Answer: At 8:30 a.m. on Friday, October 21.

.....

Answer: 128 Broad Street.

4. What was stolen?

.....

5. Who called the police?

.....

6. What other businesses were affected?

Answer: Money from the cash register.

.....

Answer: Judith Reynolds, owner of The Cupcake Factory.

.....

Answer: Possibly Primo Pizza.

Read the passage for key information and answer the following six questions.

Today’s postal service is more efficient and reliable than ever before. Mail that used to take months to move by horse and foot now moves around the country in days or hours by truck, train, and plane. First-class mail usually moves from New York City to Los Angeles in three days or less. If your letter or package is urgent, the U.S. Postal Service offers Priority Mail and Express Mail services. Priority Mail is guaranteed to go anywhere in the United States in two to three days or less. Express Mail will get your package there overnight.

1. Who or what is this passage about?

.....

2. How was mail transported in the past?

.....

3. How is mail transported now?

Answer: The U.S. Postal Service.

.....

Answer: By horse and foot.

.....

Answer: By truck, train, and plane.

4. How long does first-class mail take?

.....

5. How long does Priority Mail take?

.....

6. How long does Express Mail take?

Answer: Usually three days or less.

.....

Answer: Two to three days or less.

.....

Answer: Overnight.

Read the passage for key information and answer the following three questions.

Most reality TV shows center on two common motivators: fame and money. The shows transform waitresses, hairdressers, investment bankers, counselors, and teachers, to name a few, from obscure figures to household names. A lucky few successfully parlay their 15 minutes of fame into celebrity. Even if you are not interested in fame, you can probably understand the desire for lots of money. Watching people eat large insects, reveal their innermost thoughts to millions of viewers, and allow themselves to be filmed 24 hours a day for a huge financial reward makes for interesting entertainment. Whatever their attraction, these shows are among the most popular on television, and every season, they proliferate like weeds in an untended garden. The networks are quickly replacing more traditional dramas and comedies with reality TV programs, which earn millions in advertising revenue. Whether you love it or hate it, one thing is for sure—reality TV is here to stay!

1. Before they become household names, the waitresses, hairdressers, investment bankers, counselors, and teachers are

- a. notorious.**
- b. unknown.**
- c. unique.**
- d. unpredictable.**

.....

2. Besides fame, another reason people participate in reality TV shows is

- a. for money.**
- b. because they feel lucky.**

c. because they are bored.

d. because they love TV.

.....

Answer: Choice **b** is correct. Before they become household names, the waitresses, hairdressers, investment bankers, counselors, and teachers are unknown.

.....

Answer: Choice **a** is correct. Besides fame, another reason people participate in reality TV shows is for money.

.....

3. *Proliferate* is a word associated with

- a. growth.**
- b. reduction.**
- c. disappearance.**
- d. weakness.**

.....

Read the following passage and determine the meaning of the italicized word from its context.

Although social work is not a particularly lucrative career, I wouldn't do anything else. Knowing I'm helping others is far more important to me than money.

***Lucrative* means**

- a. highly profitable.**
- b. highly rewarding.**
- c. highly exciting.**
- d. highly dangerous.**

.....

Read the following passage and determine the meaning of the italicized word from its context.

When you are in an interview, try not to show any overt signs that you are nervous. Don't shift in your chair, shake, or stutter.

***Overt* means**

a. embarrassing, awkward.

b. subtle, suggestive.

c. obvious, not hidden.

d. large, imposing.

Answer: Choice **a** is correct. Proliferate is a word associated with growth.

.....

Answer: Choice **a** is correct. The writer says money is not important to him. If money is not an issue, it is okay that social work is not highly profitable, that it doesn't earn a lot of money.

.....

Answer: Choice **c** is correct. Shifting, shaking, and stuttering are all obvious, not hidden, signs of nervousness.

Read the following passage and determine the meaning of the italicized word from its context.

By the time our staff meeting ended at 8:00, I was ravenous. I had skipped lunch and hadn't eaten since breakfast.

Ravenous means

- a. like a raven, birdlike.**
- b. extremely hungry, greedy for food.**
- c. exhausted, ready for bed.**
- d. angry, quite upset.**

.....

Read the passage and answer the six questions that follow.

Robert Johnson is the best blues guitarist of all time. Johnson had a tremendous impact on the world of rock and roll. Some consider Johnson the father of modern rock: His influence extends to artists from Muddy Waters to Led Zeppelin and the Rolling Stones. Eric Clapton has called Johnson the most important blues musician who ever lived. It is hard to believe that Johnson recorded only 29 songs before his death in 1938, yet he left an indelible mark on the music world. Again and again, contemporary rock artists return to Johnson, whose songs capture the very essence of the blues, transforming our pain and suffering with the healing magic of his guitar. Rock music wouldn't be what it is today without Robert Johnson.

1. According to the passage, from what musical tradition did Robert Johnson emerge?

- a. rock and roll**

b. jazz

c. blues

d. classical

.....

Answer: Choice **b** is correct. Because the writer hadn't eaten since breakfast, she is extremely hungry, greedy for food.

.....

Answer: Choice **c** is correct. According to the passage, Robert Johnson emerged from the blues.

.....

2. Johnson died in

a. 1927.

b. 1938.

c. 1929.

d. 1940.

.....

3. True or False: Johnson influenced many rock artists, including Led Zeppelin and the Rolling Stones.

.....

4. Contemporary rock artists turn to Robert Johnson for

a. musical influence.

b. life lessons.

c. recovery from painful injuries.

d. advice.

Answer: Choice **b** is correct. According to the passage, Robert Johnson died in 1938.

.....

Answer: True. Johnson did influence many rock artists, including Led Zeppelin and the Rolling Stones.

.....

Answer: Choice **a** is correct. The author mentions that contemporary rock bands such as Led Zeppelin and the Rolling Stones were influenced by Johnson’s music. Johnson’s legendary musical influence is communicated when the author writes, “Again and again, contemporary rock artists return to Johnson.” Based on the text, the logical conclusion is that the contemporary artists are turning to Johnson for musical inspiration.

5. The most appropriate title for this article would be

- a. “A Fleeting Life”**
- b. “The World’s Greatest Musician”**
- c. “Blues Guitar Legend Robert Johnson”**
- d. “Learning the Guitar”**

.....

6. Indicate whether the following sentences are *fact* or *opinion*:

- a. Robert Johnson is the best blues guitarist of all time.**
- b. Eric Clapton has called Johnson the most important blues musician who ever lived.**
- c. Rock music wouldn’t be what it is today without Robert Johnson.**
- d. Robert Johnson died in 1938.**

.....

Answer: Choice **c** is correct. Although “A Fleeting Life” might be an appropriate description for Johnson’s brief life span, it describes only one aspect of his life. On the other hand, specifying that Robert Johnson is a blues guitar legend is more specific and descriptive.

.....

Answer: Choice **a** is **opinion**. It is debatable whether Johnson is the best blues guitarist of all time. Choice **b** is **fact**. This is verifiable information. Choice **c** is **opinion** because this is a debatable proposition. Choice **d** is **fact**. According to the passage, Robert Johnson died in 1938.

.....

Read the passage and answer the six questions that follow.

Ms. Crawford has been a model citizen since she moved to Springfield in 1985. She started out as a small business owner and quickly grew her business until it was one of the major employers in the region. In 1991, her company was profiled in *BusinessWeek* magazine. Her innovative business model includes a great deal of community work and fundraising, the rewards of which have brought deep and lasting benefits to Springfield and its citizens. Today, she is being honored with Springfield's Citizen of the Century Award to recognize all her cutting-edge efforts on behalf of our community.

1. Ms. Crawford's company was profiled in *BusinessWeek*

a. in 1985.

b. in 1991.

c. today.

d. never.

.....

2. Which sentence best sums up the main idea of the paragraph?

a. Ms. Crawford is very smart.

b. Ms. Crawford is a dedicated citizen.

c. Springfield would be nowhere without Ms. Crawford.

d. This paragraph has no main idea.

.....

3. “Ms. Crawford has been a model citizen since she moved to Springfield in 1985” is

a. fact.

b. opinion.

c. point of view.

d. none of the above.

Answer: Choice **b** is correct. The passage states, “In 1991, her company was profiled in BusinessWeek magazine.”

.....

Answer: Choice **b** is correct. While it does seem that Ms. Crawford must be very smart since she has been so successful, that is not the main idea that governs the whole paragraph. Instead, the paragraph highlights her dedication to the town and local community since she moved there.

.....

Answer: Choice **b** is correct. Although the sentence does contain fact (Ms. Crawford moved to Springfield in 1985), the sentence makes an assertion about those years since 1985: Ms. Crawford has been a model citizen all those years. This is an assertion, an opinion that needs evidence. The rest of the paragraph provides that evidence.

4. *Innovative* means

- a. helpful.**
- b. remarkable.**
- c. inventive.**
- d. useless.**

.....

5. This paragraph is organized according to what structure?

- a. cause and effect**
- b. compare and contrast**
- c. chronological order**
- d. order of importance**

.....

6. This paragraph uses what point of view?

- a. first-person point of view**
- b. second-person point of view**
- c. third-person point of view**
- d. It can't be determined from the information provided.**

Answer: Choice **c** is correct. The best clue to determine the meaning of this word is found in the last sentence, which says that Ms. Crawford is being honored for “all her cutting-edge efforts on behalf of our community.” We can assume that her business model, which includes a great deal of community work and fundraising and is described as innovative, must also be cutting-edge. Therefore, the definition of innovative must be similar to cutting-edge, so the likely choice is inventive.

.....

Answer: Choice **c** is correct. The paragraph follows Ms. Crawford’s contribution to the community from the time she moved to Springfield in 1985 to the present.

.....

Answer: Choice *c* is correct. This paragraph uses the objective third-person point of view. There is no *I* or *we* (first person) or *you* (second person), and the only pronouns the paragraph uses are the third-person pronouns *she* and *her*.

Read the passage and answer the eight questions that follow.

There will be dire consequences for residents if a shopping mall is built on the east side of town. First, the shopping mall will interfere with the tranquil and quiet atmosphere that we now enjoy. Second, the mall will attract a huge number of shoppers from a variety of surrounding areas, which will result in major traffic congestion for those of us who live here. But most importantly, to build the shopping mall, many of us will be asked to sell our homes and relocate, and this kind of displacement should be avoided at all costs.

1. The main idea of this passage is that the shopping mall would

- a. be great for the community.**
- b. not change things much.**
- c. be bad for the community.**
- d. be a good place to shop.**

.....

2. *Displacement* is a good word choice because

- a. it is compatible with general reading level and the formal writing style of the article.**
- b. the writer likes to impress readers by using big words.**
- c. it is the only word that is suitable or appropriate.**
- d. it is easy to understand.**

.....

3. This passage is organized

- a. in chronological order.**
- b. by cause and effect.**
- c. by order of importance.**
- d. both *b* and *c***

Answer: Choice **c** is correct. The first sentence is the topic sentence, which establishes that the shopping mall will be bad for residents of the town. The remaining sentences support that idea.

.....

Answer: Choice **a** is correct. The style of the article is businesslike and formal, and is targeted to a sophisticated reader who would be capable of understanding a word such as displacement. Therefore, displacement is compatible with the style of the article.

.....

Answer: Choice **d** is correct. The writer warns the readers of the effects that a shopping mall will have on residents of the town and arranges those effects in order of importance, saving the most important effect for last.

4. This passage uses which point of view?

- a. first person**
- b. second person**
- c. third person**
- d. no point of view**

.....

5. This passage is written from whose perspective?

- a. that of the residents**
- b. that of an outside consultant**
- c. that of the shopping mall developer**
- d. the reader's perspective**

.....

6. The choice of the word *dire* suggests that the consequences of the merger would be

- a. minimal.**
- b. expected.**
- c. disastrous.**
- d. welcome.**

Answer: Choice **a** is correct. The first-person point of view is reflected in the use of the pronouns **us** and **we**.

.....

Answer: Choice **a** is correct. The writer says that the shopping mall will have “dire consequences” for the residents and then uses the pronouns **us** and **we**, which identifies the writer with the residents.

.....

Answer: Choice **c** is correct. The effects the writer includes here are all very serious, especially the third effect—displacement. The writer has chosen the word **dire** to emphasize that seriousness.

7. Which words best describe the style of this passage?

a. informal, conversational

b. descriptive, storylike

c. formal, businesslike

d. scattered, confusing

.....

8. The tone of this passage is

a. sad.

b. foreboding.

c. threatening.

d. joyous.

.....

Answer: Choice **c** is correct. The passage avoids any unnecessary description or details and uses formal rather than casual language.

.....

Answer: Choice **b** is correct. Each sentence explains a negative effect that the shopping mall will have on the residents, and the negativity of this passage is heightened by the word **dire** and the phrase “avoided at all costs.”

.....

Read the passage and answer the four questions that follow.

Fly-Rights—A Consumer Guide to Air Travel (excerpt)

If your reservations are booked far enough ahead of time, the airline may offer to mail your tickets to you. However, if you don't receive the tickets and the airline's records show that they mailed them, you may have to go through cumbersome lost-ticket procedures. It is safer to check the telephone directory for a conveniently located travel agency or airline ticket office and buy your tickets there.

As soon as you receive your ticket, make sure all the information on it is correct, especially the airports (if any of the cities have more than one) and the flight dates. Have any necessary corrections made immediately. It's a good idea to reconfirm your reservations before you start your trip; flight schedules sometimes change. On international trips, most airlines require that you reconfirm your onward or return reservations at least 72 hours before each flight. If you don't, your reservations may be canceled.

Check your tickets as you board each flight to ensure that only the correct coupon has been removed by the airline agent.

1. Numbering the paragraphs 1 through 3 as they now appear, choose the option that places them in chronological order.

a. 2, 3, 1

b. 3, 1, 2

c. 3, 2, 1

d. 1, 2, 3

.....

Answer: Choice **d** is correct. This is the most logical chronological order.

.....

2. Which type of reader would benefit the most from reading this article?

- a. an experienced business traveler**
- b. a travel agent**
- c. a first-time airline passenger**
- d. a person who is trying to overcome a fear of flying**

.....

3. As the passage appears in paragraph 1, why is it suggested that you buy your tickets from a “conveniently located” agency or office?

- a. because you can stop on your way to the airport to pick up your tickets**
- b. because you can pick your tickets up rather than relying on the mail**
- c. because the airlines themselves often make mistakes in issuing tickets**
- d. because it is good to support local businesses**

.....

4. Which is a possible result of not following the advice offered in the first sentence of paragraph 2?

- a. You might fly into the right city, but the wrong airport.**
- b. You might miss your flight, because the date was improperly recorded.**
- c. You might not be allowed to board your flight because the name on the ticket doesn’t match that on your ID.**

d. Any of the above could happen as a result of not following the advice.

Answer: Choice **c** is correct. A first-time airline passenger would benefit the most from reading this article.

.....

Answer: Choice **b** is correct. It's suggested that you buy your tickets from a "conveniently located" agency or office because you can pick your tickets up rather than relying on the mail.

.....

Answer: Choice **d** is correct. Any of the results offered could happen as a result of not following the advice in the passage.

Read the following excerpt and answer the following five questions.

What Was Her Life About?

- (1) We were married and lived together for seventy years,
- (2) Enjoying, working, raising twelve children,
- (3) Eight of whom we lost
- (4) Ere I had reached the age of sixty.
- (5) I spun, wove, kept the house, nursed the sick,
- (6) Made the garden, and for the holiday
- (7) Rambled over the fields where sang many larks,
- (8) And by the Spoon River gathering many a shell,
- (9) And many a flower and medicinal weed—
- (10) Shouting to the wooded hills, singing to the green valleys.
- (11) At ninety-six I had lived enough, that is all,
- (12) And passed a sweet repose.

Edgar Lee Masters, Spoon River Anthology

1. Based on the excerpt, what does the woman mean when she talks of passing “a sweet repose” (line 12)?

- a. her death**
- b. her old age**
- c. how well she slept at night**

d. needing to rest more as she grew older

.....

Answer: a. Based on the excerpt, the reader can determine that the woman is talking about her death. The other choices do not fit in with the context of the poem.

.....

What Was Her Life About?

- (1) We were married and lived together for seventy years,
- (2) Enjoying, working, raising twelve children,
- (3) Eight of whom we lost
- (4) Ere I had reached the age of sixty.
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- (7) Rambled over the fields where sang many larks,
- (8) And by the Spoon River gathering many a shell,
- (9) And many a flower and medicinal weed—
- (10) Shouting to the wooded hills, singing to the green valleys.
- (11) At ninety-six I had lived enough, that is all,
- (12) And passed a sweet repose.

Edgar Lee Masters, Spoon River Anthology

2. Which of the following words best describes the overall mood of the poem?

- a. joy**
- b. anger**
- c. acceptance**
- d. wonder**

.....

Answer: Choice **c** is correct. This is the best answer. The speaker tells about her life in a matter-of-fact manner. She does not seem to be in a state of wonder or dreaminess. She certainly does not seem angry or particularly full of joy.

.....

What Was Her Life About?

- (1) We were married and lived together for seventy years,
- (2) Enjoying, working, raising twelve children,
- (3) Eight of whom we lost
- (4) Ere I had reached the age of sixty.
- (5) I spun, wove, kept the house, nursed the sick,
- (6) Made the garden, and for the holiday
- (7) Rambled over the fields where sang many larks,
- (8) And by the Spoon River gathering many a shell,
- (9) And many a flower and medicinal weed—
- (10) Shouting to the wooded hills, singing to the green valleys.
- (11) At ninety-six I had lived enough, that is all,
- (12) And passed a sweet repose.

Edgar Lee Masters, Spoon River Anthology

3. Which of the following is the most likely explanation of the line from the poem that reads, “Shouting to the wooded hills, singing to the green valleys” (line 10)?

- a. The speaker had a fine singing voice.**
- b. The speaker loved the countryside.**
- c. The speaker preferred sounds to silence.**
- d. The speaker spent of a lot of time working in the fields.**

.....

Answer: Choice **b** is correct. The line suggests that the speaker loved nature. It does not suggest that she worked in the fields or that she had a fine singing voice. No other choice is supported by the poem.

.....

What Was Her Life About?

- (1) We were married and lived together for seventy years,
- (2) Enjoying, working, raising twelve children,
- (3) Eight of whom we lost
- (4) Ere I had reached the age of sixty.
- (5) I spun, wove, kept the house, nursed the sick,
- (6) Made the garden, and for the holiday
- (7) Rambled over the fields where sang many larks,
- (8) And by the Spoon River gathering many a shell,
- (9) And many a flower and medicinal weed—
- (10) Shouting to the wooded hills, singing to the green valleys.
- (11) At ninety-six I had lived enough, that is all,
- (12) And passed a sweet repose.

Edgar Lee Masters, Spoon River Anthology

4. Which can you infer about the couple's marriage?

- a. They were never meant to be together.**
- b. They could not deal with the loss of their children.**
- c. They had an extremely happy marriage.**
- d. They had their sorrows and their joys.**

.....

Answer: Choice **d** is correct. The poem recounts what occurred in their marriage, both good and bad, so this is the best answer. The other choices are not supported by the poem.

.....

What Was Her Life About?

- (1) We were married and lived together for seventy years,
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Edgar Lee Masters, Spoon River Anthology

5. Which of the following best describes the woman's conclusions about her own death?

- a. She regretted not having done more with her life.**
- b. She wanted to live a bit longer to see her grandchildren grown.**
- c. She had lived a full life, and it was time for her to die.**
- d. She felt resentful that she had so little time with her husband.**

.....

Answer: Choice **c** is correct. The woman says that she “had lived enough, that is all,” which suggests that she lived a full life and that it was time for her to die.

.....

Read the following passage and answer the following five questions.

Why Does He Look at the Stars?

When I heard the learn'd astronomer,
When the proofs, the figures, were ranged in columns before me;
When I was shown the charts and the diagrams,
to add, divide, and measure them;
When I, sitting, heard the astronomer, where he lectured with much
applause in the lecture-room;
How soon, unaccountable, I became tired and sick,
Till rising and gliding out, I wander'd off by myself,
In the mystical moist night-air, and from time to time,
Look'd up in perfect silence at the stars.

Walt Whitman, "When I Heard the Learn'd Astronomer"

1. Which best describes the poet's viewpoint of the astronomer?

- a. He knows a great deal but is uninspiring.**
- b. He is a good speaker with a large following.**
- c. He is ignorant about the beauty of the stars.**
- d. The audience is polite but does not enjoy his speech.**

.....

2. What is the poet most likely talking about when he says, “the charts and the diagrams, to add, divide, and measure them” (lines 3–4)?

- a. bills that he needs to pay**
- b. the study of mathematics**
- c. facts having to do with astronomy**
- d. his budget**

.....

Answer: Choice **a** is correct. The astronomer lectures well and is knowledgeable, but he is not inspiring to the poet. The astronomer may or may not appreciate the beauty of the stars; the poem does not really say.

.....

Answer: Choice **c** is correct. This is the best answer. The poet is talking about the technical details and facts involved in the study of astronomy. There is no mention of money, bills, or budgets.

.....

3. Which of the following can be inferred about the poet?

- a. He enjoys learning about many subjects.**
- b. He prefers experiencing things firsthand.**
- c. He is not good at numbers.**
- d. He knows very little about astronomy.**

.....

4. Which best describes the rhyme scheme of the poem?

- a. ABCD**
- b. AABB**
- c. ABAB**
- d. ABCB**

.....

5. Which of the following is implied by the poem?

- a. Man has no place in nature.**
- b. Book knowledge is necessary.**
- c. Nature is full of wonder.**
- d. Life is full of difficulties.**

Answer: Choice **b** is correct. The poet does not want to stay at the lecture about astronomy. He prefers to be alone in the night, gazing up at the stars. He enjoys experiencing things firsthand.

.....

Answer: Choice **a** is correct. There is no rhyme scheme in this poem, so this is the correct answer. The other choices show internal rhyme schemes that are not present in the poem.

.....

Answer: Choice **c** is correct. Although the poet agrees that the astronomer has mastered the technical details of the science of astronomy, he portrays nature as mystical. To the poet, nature will always holds surprises, and people who try to classify it and place it within a textbook are missing its real beauty.

WRITING—EXTENDED RESPONSE PRACTICE

Essay Writing Checklist

Use this checklist to help you evaluate your essay drafts and to make revisions.

- ☐ **Introduce a clear point of view, distinguishing it from an opposing point of view as necessary.**
- ☐ **Develop the point of view and an opposing point of view fairly, give evidence for each, and point out the strengths and weaknesses of both.**
- ☐ **Provide a conclusion that supports the argument presented.**
- ☐ **Follow the rules of standard written English.**

Read the following passage and address the question that follows. You should expect to spend up to 45 minutes planning, drafting, and editing your response.

An Analysis of Nuclear Energy

(1) America runs on energy. As a matter of fact, the United States is the second largest energy consumer in the world, behind China. In recent years, it can be argued that we need to ease our dependence on foreign countries that supply us with oil and develop energy at home. But where can we get the energy we need?

Benefits of Nuclear Energy

(2) The U.S. Department of Energy (DOE) promotes the development of safe domestic nuclear power, and there are many who support the idea that

nuclear power is the answer. Compared to fossil fuels such as gas, coal, and oil, nuclear energy is the most efficient way to make electricity. For example, the Idaho National Laboratory reports that “one uranium fuel pellet—roughly the size of the tip of an adult’s little finger—contains the same amount of energy as 17,000 cubic feet of natural gas, 1,780 pounds of coal, or 149 gallons of oil.”

(3) Supporters of nuclear energy cite that nuclear generators don’t create the great amounts of poisonous carbon dioxide, nitrogen oxides, and sulfur dioxide that the burning of fossil fuels does. The DOE reports that a nuclear generator produces 30 tons of spent fuel a year compared to the 300,000 tons of coal ash produced by a coal-powered electrical plant.

(4) In terms of safety, the Nuclear Regulatory Commission ensures that each and every nuclear reactor maintains strict safety standards. Radioactive waste is contained deep underground behind steel-reinforced, 1.2 meter thick concrete walls. The DOE also points out that “ash from burning coal at a power plant emits 100 times more radiation into the surrounding environment than a nuclear power plant.”

Arguments against Nuclear Energy

Opponents of nuclear energy argue that nuclear reactors endanger all life on Earth for three basic reasons. First, nuclear radioactivity is deadly and must be contained for thousands of years. Second, no matter how many safety measures are in place, accidents happen, and nuclear meltdowns are global environmental catastrophes. Finally, nuclear fuel used to generate electricity can also be used to build atomic bombs.

Nuclear generators use radioactive plutonium and uranium for fuel. Scientists say that exposure to a millionth of an ounce of plutonium causes cancer. Even nuclear energy proponents agree that life-threatening nuclear waste must be contained for half a million years before it becomes safe to be around. Radioactive dumps last generations.

Opponents of nuclear energy also cite the ever-present threat of meltdowns. Widespread radioactive contamination and death caused by the nuclear

accidents at Three Mile Island, Chernobyl, and Fukushima are cautionary lessons. Researchers disagree on how possible it is to safely contain radioactivity, but it's undeniable that nuclear meltdown causes widespread contamination of the air, water, and land with deadly radioactivity. It is also verifiable that nuclear accidents have caused environmental catastrophes that continue to this day.

Perhaps even more disturbing than the threat of toxic waste and meltdown is the use of uranium for sinister purposes. On December 7, 2013, Reuters reported that “. . . in news that may concern world powers . . . Iran is moving ahead with testing more efficient uranium enrichment technology . . .” Indeed, the United Nations and the entire world are worried about Iran's enhancement of uranium for use in nuclear power plants because the same enhanced uranium can be used to build atomic weaponry.

Opponents argue that in the same way we learned that fossil fuels are limited and destroy the environment, so must we learn from nuclear disasters. Opponents say the answer is to develop safe, clean and renewable sources of alternative energy such as solar, wind, tidal and geothermal power. Why gamble? The future of the world is at stake.

Question: Nuclear energy proponents argue that it is safe and efficient, while opponents make the case for alternative energy sources, citing the deadly consequences of nuclear disaster.

In your response, analyze both positions presented in the article to determine which one is best supported. Use relevant and specific evidence from both articles to support your response.

.....

Sample Response

Weighing the pro and con arguments presented in the article, I conclude that the case against nuclear energy is more compelling than the case for nuclear energy. While both positions are well reasoned, organized, and supported with authoritative quotes and examples, the unimpeachable evidence against nuclear energy, upon reflection, is greater.

Both sides agree that fossil fuels are not healthy for the environment and people. Opponents and proponents also agree that radioactivity is deadly, although the proponents whitewash this fact by only describing the need to keep radioactivity contained by stating in paragraph 4 that “Radioactive waste is contained deep underground behind steel-reinforced, 1.2 meter thick concrete walls.” On the other hand, the second essay speaks more plainly, “First, nuclear radioactivity is deadly and must be contained for thousands of years.” In fact, the second essay uses evidence found in the first essay to support its premise.

The pro-nuclear position also avoids the topics of meltdown and the construction of atomic weapons from radioactive materials used in nuclear power plants. To not address and gloss over these topics makes the first essay seem more like an advertisement for the nuclear industry rather than an objective assessment of well-known and troubling facts. In paragraph 7, the writer points out what we all know, that “Widespread radioactive contamination and death caused by the nuclear accidents at Three Mile Island, Chernobyl and Fukushima are cautionary lessons” and that “it’s undeniable that nuclear meltdown causes widespread contamination of the air, water and land with deadly radioactivity. It is also verifiable that nuclear accidents have caused environmental catastrophes that continue to this day.” For me, nothing more needs to be said about the absolute truth about the real danger of nuclear energy, but the author of the second essay indeed provides up-to-date evidence from Reuters regarding international fears of Iran developing atomic weaponry under the guise of building nuclear power plants.

In the end, the opponent position offers a safe and sane solution to fossil fuels and nuclear power.

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Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Many parents give children a weekly or monthly allowance regardless of their behavior because they believe an allowance teaches children to be financially responsible. Other parents only give children an allowance as a reward for completing chores or when they have behaved properly. Explain what you think parents should do and why.

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Sample Response

Starting when I was about eight years old, my parents gave me a list of chores that had to be completed each week. If I did my chores, I got an allowance, a bit of change that I could use as I pleased. If I didn't do my chores, I didn't get my allowance. There was no other punishment, but no other punishment was necessary. That dollar or two a week was all the incentive I needed to help out around the house. Whether it was the latest Barbie or a six-pack of Hubba Bubba chewing gum, there was always something I wanted to buy. My parents could always count on me doing my chores.

I think that giving children an allowance for doing chores is a smart parenting move, for it accomplishes four important goals: It helps ensure that important work gets done around the house; it teaches children that they need to do their part to make things run smoothly for the whole family; it rewards children in a realistic, practical way for good behavior; and it helps teach children how to handle money.

I know that some people consider money for chores a form of bribery, and others feel that children should just do their chores anyway, without the incentive of an allowance. They argue that giving kids money for doing chores undermines the lesson that they need to help the family and do their part. I can understand that point of view, and when parents give their children too much money, it does undermine those lessons. But when the allowance is small, it is simply a modern version of the age-old practice of rewarding good behavior. Once children reach a certain age, money is an appropriate and effective reward that helps them learn how to be responsible and how to manage money. They get a sense of what things are worth and how much they have to save and spend to get what they want. And learning to save in order to purchase a desired item teaches them patience and helps children better understand the value of hard work.

Giving children money for doing chores is also a good introduction to the reality of the workplace. If they do the work, they get paid; if they don't do

the work, they don't. Extra work can be rewarded with bonuses and extra praise; poor work may result in a pay cut or demotion.

It's important for parents to find the right amount to give. Too much money may make a child feel like hired help and will undermine the goal of teaching children to help simply because they are part of a family that must work together. On the other hand, too little money may make a child feel resentful, as if his or her work isn't worth anything to the household.

What's an appropriate amount? It depends upon the amount of chores the child is expected to do and the child's age. If your nine-year-old is only expected to clean his or her room, a dollar a week is probably plenty. If your 14-year-old is expected to keep his room clean, take out the trash, water the plants, and vacuum the house, then ten dollars a week is more appropriate. Being paid for my chores helped me have a good attitude about housework, taught me how to save money and spend it wisely, and enabled me to appreciate the hard work my parents did around the house. I'm really grateful that this was the way my parents chose to handle chores in our household.

.....

Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

More and more farmers and food manufacturers are genetically modifying their crops to reduce susceptibility to disease, improve flavor, and reduce costs. Do you think genetically modifying foods is a good idea? Why or why not? Use specific reasons and examples to support your position.

.....

Sample Response

A few decades ago, manipulating genes in people, plants, and animals was just science fiction. Today, it's a reality, and genetic modification may have many positive applications in the future, including the eradication of many hereditary diseases. But like most scientific and technological advances, the genetic modification of organisms for our food supply can be as dangerous as it is beneficial. Because of the potential dangers of this technology, I think genetically altering plants and animals in the food supply is a practice that should be very tightly controlled and carefully studied before it is an accepted and common practice. Unfortunately, it may already be too late for that.

Many people don't even realize that many of their foods are genetically modified organisms (GMOs). GMOs are already prevalent in supermarkets and grocery stores across the country, but manufacturers are not required to label foods as having been made from GMOs. As a result, millions of Americans purchase and eat GMOs every day without even knowing it. Yet we don't even know if GMOs are harmful to our health. We don't really know how GMOs may affect our bodies or our ecosystem. When we mess with DNA, we may be making changes that have all sorts of dangerous repercussions, including some that we may not even realize for several generations.

One of the main concerns about GMOs is the unpredictability of the behavior of altered genes and of the bacteria, plants, and animals that interact with the altered organism. For example, a crop of corn genetically modified to be less susceptible to a particular insect may take on other unwanted characteristics due to the change. It may, for example, become *more* susceptible to another disease, or it could develop a tougher skin on its kernels, or it could decrease the crop's ability to produce vitamin E.

More frightening is the domino effect of genetically modifying foods. Any change in an organism's DNA has the potential to affect not only the organism but also anything that feeds off of it, *including us*. How do we

know how GMOs might affect us on a microscopic, genetic level? We don't know, and can't know, without years of studies that track all sorts of potential outcomes over several generations.

Another fear is that transferred genes may escape from one organism into another. For example, imagine that Strain A of sweet peas was altered by adding a gene that would increase its sugar production. Through cross-pollination, this altered genetic code could enter other strains and slowly (or quickly) infect the entire subspecies. If the alteration was beneficial, this could be a good thing. But the altered gene might not act the same way in all varieties, and the change may not be a good thing in the first place, and/or it may have unintended consequences.

Genetically modifying foods is a practice that has been driven by the desire to make more food available more quickly and more cheaply than ever before. This attitude puts profit first and consumers and the environment last, and that is simply dangerous. The agribusiness needs to slow down and stop selling us GMOs until their safety is certain.

.....

Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Good habits improve our physical, emotional, and/or financial health. Select one of your good habits and write an essay persuading readers to make that habit a part of their lives.

.....

Sample Response

When I was 15, I wanted to get a job so I could buy a car when I turned 16. My father sat me down at the kitchen table and said, “Excellent. But only on one condition: 10% of every paycheck must go into a savings account. And you cannot touch that money except in an emergency.”

“But Dad,” I argued, “If I have to put 10% away, how will I ever save enough money to buy a car?”

“You’ll have enough,” he replied. “And you’ll soon see how important it is to set money aside for savings.”

I didn’t believe him at the time, and in fact I often resented having to put that 10% in a separate account. But two years later when the transmission on my car blew, I didn’t have to fret about coming up with the money for repairs. I was able to cover the cost easily and was back on the road in no time. It was then that I began to see the wisdom of my father’s rule, which I adopted as my own. This habit has helped to give me a secure financial life, and I urge you to make this practice part of your life.

Ten percent of each paycheck may sound like a lot, and if you’re on a tight budget to begin with, you might be thinking, “I just can’t afford to do it.” In truth, you can’t afford not to do it. You never know when you are going to need an extra \$100 or \$1,000; life is full of surprises, and lots of them are expensive.

As tight as your budget may be, it’s important to get started right away. If you are absolutely scraping by with every last penny going to bills, then start with just 5%, but move up to 10% as soon as you can. If you earn \$500 a week, for example, put \$25–\$50 in your savings account each week. At first, this may mean clipping coupons, renting a movie instead of going to the theater, or pressing your own shirts instead of taking them to the cleaner. Think carefully about ways you can save just a few dollars—because just a few dollars from each paycheck is all it takes to build up a solid savings account.

The money you save will add up quickly. For example, if your annual salary is \$40,000, each year you would put \$4,000 into your savings account. That still leaves you with \$36,000 to cover all your expenses. After ten years, you will have saved \$40,000, plus interest. And the more money in your account, the more interest you earn, the larger your emergency fund, the more you can afford to relax later in your life.

Once you get in the habit of putting 10% of your money into savings, it won't feel like a sacrifice. The 90% that's left will be your working budget, and you won't even miss that 10% because you won't be used to spending it. Yet you will know that it is there, ready for an emergency, helping to keep you financially secure. So take my father's advice, and mine: Put a piece of each paycheck into your savings. It's a habit that's worth every penny.

.....

Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Some people think of the United States as a nation of “couch potatoes.”
Write an essay persuading readers to be more physically active.

.....

Sample Response

Is your favorite place in the home sitting on the couch in front of the television? Do you spend hours and hours there each day, surrounded by bags of chips and cans of soda? Do you panic when you can't find the remote control and think that you might actually have to get up off the sofa to change the channel?

If you answered "yes" to any of these questions, you are not alone. In fact, you are one of the millions of Americans who are "couch potatoes": people who spend their days and nights "vegging out" in front of the "tube."

Well, spud, it's time to get up out of that armchair and get some exercise!

I know how seductive television can be. I know how easy it is to plop onto the sofa and lose yourself in the world of sports, reality shows, and good old make-believe. I know how mesmerizing MTV and other channels can be and how hard it can be to pull yourself away. But all that television spells disaster for your body because it needs to be active to be healthy. And it's no good for your mental health or social life, either.

Think about what all that time in front of the television is doing to your body. Think about what all that sagging muscle and growing belly is doing to your life. Think about how your lack of energy affects you at work.

Now think about how different things would be if you spent some of that TV time getting exercise instead: You would feel better during the day. You would sleep better at night. You would have more energy. You would look better. You would have more confidence. You would be more creative. You would be healthier and happier. And you would not even miss the television.

What sort of exercise can you do? *Anything!* Go for a walk. Ride a bike. Jog. Lift weights. Take an aerobics class. Do yoga. Join a basketball or hockey league. Swim. Rollerblade. Grab a friend, a fellow couch potato, and exercise together.

You can start with just 15 minutes a day, two or three days a week, and build up slowly. Before you know it, your couch potato days will be over, and you will wonder how on earth you ever spent so much time in front of the TV.

.....

Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Today’s top professional athletes often have salaries and bonuses in the tens of millions of dollars. Do you think these athletes deserve such high compensation? Why or why not? Explain your position and use specific reasons and examples.

.....

Sample Response

Why do top athletes earn such inflated salaries? Because they bring big bucks into their cities and franchises. But what sort of service do they provide to society? Do they save lives? No. Do they improve the standard of living or promote positive social change? No. Do they help keep our streets safe or educate our kids? No. True, many of the top athletes are good role models for our children. But seven-figure salaries don't always mean model behavior.

It is true that professional athletes work hard, and many have spent their lives pursuing their goals. It is also true that most professional athletes have a relatively short career span—a decade perhaps at the top of their game.

Limited as their professional sporting career may be, they don't deserve such high salaries. After their professional sports careers are over, they can certainly pursue other careers and work “regular” jobs like the rest of us.

Ending their stint as professional athletes doesn't mean they have to stop earning incomes. They just have to earn incomes in a different way. Why should they be any different from the rest of us who may need to switch careers?

It is also true that professional athletes may be injured while on the job; their work is indeed physical, and especially in contact sports like football, injuries are bound to happen. But, like the rest of us, they have insurance, and in nearly all cases, their exorbitant salaries more than cover their medical costs. And theirs is not the only high-risk job. What about miners, construction workers, or firefighters? They are at risk for physical injury every day, too—injuries that could likewise end their careers. But they sure aren't earning millions of dollars a year.

It is also true that professional athletes may spend years and years practicing with farm teams for a fraction of the salary they receive once they make it to the top. But in every career path, we start off with lower

wages and must pay our dues and work our way up. Besides, farm team salaries are not always so low.

We're a sports-crazy country, a nation of fanatic sports fans and celebrity worshippers. We're awed and entertained by the best of them, but as much as they may inspire and amuse us, professional athletes do not deserve such high salaries. Those millions could be much more wisely spent.

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Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Is reading fiction a waste of time? Why or why not? Explain your answer using specific reasons and examples to support your position.

.....

Sample Response

Remember the last book that captured your imagination, that transported you to another place and time? Remember a book that made you fall in love with its characters, made you feel their pain and joy? Remember a story that taught you an important lesson, that helped you better understand others, make sense of the human condition? If so, then you can understand why the question “Is reading fiction a waste of time?” is such a silly question.

Fiction, unlike a user manual, a magazine article, or newspaper editorial, probably won’t offer you any practical knowledge that you can put to immediate use. It won’t inform you of current events or give you advice on how to cultivate a better garden. It probably won’t help you decide which candidate to vote for or which product to buy. But that certainly doesn’t mean it’s useless or impractical. Indeed, fiction serves three important functions for human beings: It helps us be more compassionate to others, it helps us better understand ourselves, and it cultivates our imaginations. It can also teach us about history, psychology, even biology and other sciences.

Compassion for others is rooted in understanding and acceptance, and a good story brings us into the inner world of its characters so that we can understand them. In Toni Morrison’s novel *The Bluest Eye*, for example, Morrison peels away the layers of her characters’ histories piece by piece like an onion until we see into their core and understand what drives them.

They may still do awful things to each other, but she shows us *why* they do the things that they do, and we learn that we shouldn’t judge others until we understand their pasts. Their stories are sad and painful, and we learn to love even the outcast Pecola. In fact, we learn that those outcasts are the ones who need our love the most.

Many stories and novels also help us better understand ourselves. Joseph Conrad’s dark and powerful novel *Heart of Darkness* helps us see that all of us have a dark side and that we need to acknowledge this dark side in order

to control it. It makes us question just how civilized we are and indeed what it means to be civilized in the first place.

Good fiction also cultivates our imagination, which is more important to us than some might think. Without imagination, we live a sad, empty life. Imagination is central to our emotional health and is a key factor in our level of intelligence. Facts are one thing, but facts can be of no real use unless coupled with imagination. Fiction can help us by keeping our imagination fresh and active. In a story like Franz Kafka's "Metamorphosis," for example, we are asked to imagine that Gregor, the main character, wakes up one morning and has turned into a giant bug. Crazy? Perhaps. But once we accept this premise and imagine Gregor as a five-foot-long cockroach, we can feel his family's horror and imagine his agony as he finds himself trapped in his room and abandoned by those he loves.

Is reading fiction a waste of time? That's like asking if laughing is a waste of time. We don't need fiction to survive, but we do need it to be kinder, more understanding, and more creative human beings.

.....

Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Many people feel that the use of surveillance cameras in public places, such as parking lots, is a good idea that can help ensure our safety. Others worry that too many cameras violate our right to privacy and give law enforcement officials too much power. In your opinion, should we install more surveillance cameras in public places? Why or why not? Support your position with specific reasons and examples.

.....

Sample Response

Not long ago, the nation was gripped by the horrifying news that a baby had been stolen from a car in a parking lot while her mother, who was returning a shopping cart, was just a few feet away. Thanks to the description of the kidnapper captured by surveillance cameras in the parking lot and broadcast over radios, television, and highway overpass signs, the kidnapper was quickly caught and the baby returned, unharmed, to her mother.

Had it not been for those surveillance cameras, that mother would probably never have seen her baby girl again.

I can't think of a much better argument for the use of surveillance cameras in public places. That baby's life was saved by those parking lot cameras. Many people worry about the use of surveillance cameras in public places such as parking lots, stores, parks, and roadways. They don't like the idea that they are being watched. They worry that the information captured on the surveillance tapes can somehow be used against them. But how? It seems to me that the only reason we should worry about being caught on surveillance cameras is if we are doing something wrong. If we are behaving lawfully in a public place, then why worry if it is captured on film?

Surveillance cameras can provide two immensely important services. One, they can help us find those who commit crimes, including thieves, kidnappers, vandals, and even murderers. Two, they can serve as a powerful deterrent to crime. A thief who plans to steal a car may think twice if he knows he will be caught on video. A woman who hopes to kidnap a child may abandon her plans if she knows she will be captured on film.

Surveillance cameras can also help us in less critical but nonetheless practical ways. In some towns in England, for example, radio deejays use information from surveillance cameras to announce the availability of parking spaces in crowded public parking lots. Problems of all shapes and sizes can also be noted and addressed through video surveillance. For example, imagine a video camera installed in a local town square.

Reviewing the films, officials might realize that people who meet in the square move quickly into the shade of the one tree in the center of the square. This could move officials to plant more trees or provide tables with umbrellas so that people could meet and relax in the shade. Similarly, a video camera in a grocery store might reveal that aisle 7 is always overcrowded, prompting the manager to rearrange items to more evenly distribute shoppers.

Of course it's possible to have too much of a good thing, and if surveillance cameras cross the line and start being installed on private property—that is, in our offices and homes—then we will have the “Big Brother is watching” scenario opponents fear. If that were the case, I would be against surveillance cameras, too. But as long as surveillance cameras are limited to public places, they can help ensure our safety.

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Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Alexander Smith said, “The great man is the man who does a thing for the first time.” Do you agree with this definition of greatness? Why or why not? Support your position with specific reasons and examples.

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Sample Response

Just as there are many definitions of success, there are also many definitions of greatness. Alexander Smith said that a great person is someone who does a thing for the first time. He's right, and the list of those great people is long and includes the likes of Neil Armstrong, Jackie Robinson, and Thomas Edison. But Smith's definition isn't broad enough to include many other people who I believe are also great. In my opinion, greatness can also be attained by doing something to improve the lives of others.

Mother Teresa is the first person to come to mind under this broadened definition. Mother Teresa, who received the Nobel Peace Prize in 1979, dedicated her life to helping the poor, the sick, and the hungry. She left her homeland of Yugoslavia to work with the impoverished people of India, where she selflessly served others for almost 70 years. She became a nun and founded the Missionaries of Charity sisterhood and the House for the Dying. She embraced those whom many in society chose to disdain and ignore: the crippled and diseased, the homeless and helpless. She gave them food, shelter, medical care, and the compassion that so many others denied them. She was certainly not the first to dedicate her life to the care of others, but she was certainly a great woman.

Another great person who also won a Nobel Peace Prize was Dr. Albert Schweitzer, a German doctor who, like Mother Teresa, also selflessly served the poor and sick. Schweitzer dedicated himself to the people of Africa. There, he built a hospital and a leper colony, a refuge for those who had been rejected by society. Again, he was not the first to offer care and comfort for the sick and suffering. But he certainly was great.

Harriet Tubman is also clearly a great woman. She led hundreds of American slaves to freedom along the Underground Railroad, risking her life over and over again to bring her fellow slaves to freedom. She gave them the greatest gift one can offer: freedom to live a better way of life. She wasn't the first to escape, and she wasn't the first to go back for others. But she was the one who kept going back. She knew that each time she returned

for another, she was risking her life. But like Mother Teresa and Dr. Schweitzer, Harriet Tubman was utterly dedicated to improving the lives of others.

Greatness comes in many forms, and we are lucky to have many examples of greatness upon which to model our lives. Some great people are those who were able to be the first to accomplish something marvelous.

Others, like Mother Teresa, Albert Schweitzer, and Harriet Tubman, are great because they worked tirelessly to ease the suffering of their fellow human beings.

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Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

Should people lease or buy new cars? Make a case for the option that you think is best. Use specific reasons and examples to support your position.

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Sample Response

Planning to lease a car because you don't think you can afford to buy? Think again. Leasing can end up being just as expensive as buying—and you don't even get to keep the car. Even if you decide to buy the car at the end of your lease, you may end up paying considerably more money than if you'd decided to buy from the beginning.

Most people who are thinking about leasing are attracted to this option because they believe it will cost them less money. And they're right—it is cheaper, but only in the short term. For example, if you were to lease a 2002 Subaru Forester, with \$2,500 down, you might pay \$250 per month for the car. If you were to buy the same car, with \$2,500 down, you would pay closer to \$350 per month. Over a three-year lease, that's \$3,600—a big savings. But after your lease is over, you have to give the car back. If you want to keep driving, you'll either have to put another down-payment on another lease, or, if you have the option to buy the car, you'll have to pay thousands of dollars to purchase the vehicle—dollars that won't be spread out in more manageable monthly payments.

Many people want to lease because they can then drive a nicer car than they might otherwise be able to afford. For example, if your monthly budget allowed you to spend \$250 on your car, you might be able to lease a brand new Ford Explorer. For the same price, you might have to buy an Explorer that was two or three years old with 50,000 miles, or buy a new but considerably less expensive make and model. A lease therefore allows you to drive in the latest models of more expensive cars. But when your lease is over, you will have to return that Explorer. Whatever car you can afford to buy, you get to keep it, and it will always have a resale or trade-in value if you wanted to later upgrade to a newer car.

Furthermore, people who lease cars are often shocked by how much they must pay when the lease is over. Most leases limit you to a certain number of miles, and if you go over that allotment, you must pay for each mile. As a result, at the end of your lease, you may end up paying thousands of

dollars in mileage fees. For example, if your lease covers you for 25,000 miles over three years, but you drive 40,000, that's an extra 15,000 miles. At \$.11 per mile, that's \$1,650 you'll have to pay. And you still won't have a car.

In addition, when you lease, you still have to pay for regular maintenance and repairs to the vehicle. Since you must return the car when your lease expires, you are paying to repair *someone else's car*. If you own the car, however, you know that every dollar you spend maintaining or repairing the car is an investment in a real piece of property—your property, not someone else's.

By now, the benefits of buying over leasing should be clear. But if you're still not convinced, remember this fundamental fact: If you lease, when your lease is up, after you've made all of your monthly payments, paid for extra mileage, and paid for repairs, *you must give the car back*. It isn't yours to keep, no matter how much the lease cost you. Whatever make or model you can afford to buy is yours to keep after you make your payments. There's no giving it back, and that makes all the difference.

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Read the following writing prompt and write an essay that appropriately addresses it. Be sure to review and edit your work.

The inventor and statesman Benjamin Franklin said, “Money never made a man happy yet, nor will it. There is nothing in its nature to produce happiness.” Do you agree with this statement? Why or why not? Use specific reasons and examples to support your position.

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Sample Response

Benjamin Franklin is one of the greatest figures in American history, and I have a great deal of respect for this incredible inventor, politician, and writer. But I must respectfully disagree with his claim that “Money never made a man happy yet, nor will it. There is nothing in its nature to produce happiness.” I agree that money in and of itself does not make a person happy; but I believe that money can help provide one thing that is essential to happiness: good health.

While money can do nothing to change our genetic makeup and our physiological predisposition to illness and disease, it can give us access to better healthcare throughout our lives. This begins with prenatal care and childhood vaccinations. In impoverished third-world countries, infant mortality rates are three, four, even ten times higher than in the United States, and as many as one in four women still die in childbirth because they do not have access to modern medical care. Sadly, people who are too poor to afford vaccinations and routine healthcare for their children watch helplessly as many of those children succumb to illnesses and diseases that are rarely fatal here in the United States.

Money also enables us to afford better doctors and see specialists throughout our lives. If your child has difficulty hearing, for example, and you have insurance (which costs money) or cash, you can see a hearing specialist and pay for therapy. If you have migraines that make you miserable, you can see a headache specialist and afford medication and treatment. Having money also means being able to afford preventative measures, such as taking vitamins and getting regular check-ups. It means being able to afford products and services that can enhance our health, such as gym memberships, organic foods, and acupuncture.

Another important thing money can do is enable us to live in a healthy environment. Many of the world’s poorest people live in dirty, dangerous places—unsanitary slums crawling with diseases and health hazards of all sorts. In a particularly poor area of the Bronx, for example, children had an

abnormally high rate of asthma because their families couldn't afford to move away from the medical waste treatment plant that was poisoning the air.

Money can also help us be healthy by enabling us to afford proper heating and cooling measures. This includes being able to afford a warm winter coat and the opportunity to cool off at a pool or in the ocean. On a more basic level, it means being able to afford heat in the winter and air conditioning in the summer. During heat waves, victims of heat stroke are often those who are too poor to afford air conditioning in their apartments. In extreme cold, the same is true: People who freeze to death or become gravely ill from the cold are often those who are unable to afford high heating bills.

Having money may not make people happy, but it sure goes a long way toward keeping them healthy. And as they say, if you haven't got your health, you haven't got anything.