

NAME:

ENG II

DATE:

CLASS:

Essential Conventions Activity (REVIEW)

PART I. SENTENCE FRAGMENTS

DIRECTIONS: Of the three sentences in each group, CIRCLE the one that is NOT a sentence fragment.

1. Because Manuel was sure he had heard the same strange story many months ago.
Although I will never forget how cold we were when we lost our heat last winter.
Since Anna wasn't at the meeting, I took notes so that she wouldn't miss anything.
2. When my cousin moved to Troy, New York, after he finished school.
After he went to all the trouble of fixing up his apartment.
While living there, he made very few friends.
3. My brother has been running a charter fishing boat for five years.
Many of his customers coming back three or four times over the summer.
His business been so busy that he has very little time for anything else.

PART II. RUN-ONS

DIRECTIONS: Each of the following is a run-on sentences. From the group of three sentences that follows, CIRCLE the group of words that corrects the run-on.

1. **Watch the sky closely for several minutes you are likely to see an artificial satellite pass over.**
Watch the sky closely for several minutes; you are likely to see an artificial satellite pass over.
Watch the sky closely for several minutes, you are likely to see an artificial satellite pass over.
If you watch the sky closely for several minutes. You are likely to see an artificial satellite pass over.
2. **Louisa pretended to be interested in her brother's hobby she secretly wished she had stayed at home.**
Louisa pretended to be interested in her brother's hobby, she secretly wished she had stayed at home.
Pretending to be interested in her brother's hobby, Louisa secretly wished she had stayed at home.
Louisa pretended to be interested, in her brother's hobby, she secretly wished she had stayed at home.
3. **Some club members were late for the meeting for example, Tanya and Scott came in at 9:30.**
Some club members were late for the meeting, for example Tanya and Scott came in at 9:30.
Some club members were late for the meeting, for example, Tanya and Scott came in at 9:30.
Some club members were late for the meeting; for example, Tanya and Scott came in at 9:30.

PART III. COMMA SPLICES

DIRECTIONS: For each sentence below, write **CS** if the sentence is a comma splice or **C** if the sentence is correct.

- ___ 7. I hiked for five hours yesterday, consequently I am too tired to go hiking again today.
- ___ 8. For example, I like to read suspense novels, email my friends, and play cards with my daughter.
- ___ 9. My son Geoffrey plays drums in band called Talent Scam, and he likes to surf at Playalinda Beach.

PART IV. PARALLEL STRUCTURE

DIRECTIONS: For each pair of sentences, CIRCLE the sentence that illustrates the use of proper parallel construction.

1. We found the film repulsive, offensive, and we thought it was embarrassing.
We found the film repulsive, offensive, and embarrassing.

2. Mr. Nguyen kept his store clean, neat, and he made it conveniently arranged.

Mr. Nguyen kept his store clean, neat, and conveniently arranged.

3. Professor Ali rewarded his students for working hard on the final project and going beyond the call of duty.

Professor Ali rewarded his students for their hard work on the final project and going beyond the call of duty.

PART V. CAPITALIZATION

DIRECTIONS: For each pair of sentences, **CIRCLE** the sentence that illustrates the use of proper capitalization.

1. She said, "bees are not the only insects that sting."

She said, "Bees are not the only insects that sting."

2. "You must understand," he pleaded, "That I need more time to pay you."

"You must understand," he pleaded, "that I need more time to pay you."

3. Mark Paxton, the vice president of the company, embezzled over one million dollars.

Mark Paxton, the Vice President of the company, embezzled over one million dollars.

PART VI. COMMAS

DIRECTIONS: **CIRCLE** the sentence with the **correct** comma usage from the set of sentences below.

1. **Betty did not read the information about commas carefully and earned a low score on the practice quiz.**

Betty did not read the information about commas carefully and earned a low score on the practice quiz. (No commas)

Betty did not read the information about commas carefully, and earned a low score on the practice quiz.

Betty did not read the information about commas carefully and, earned a low score on the practice quiz.

Betty, did not read the information about commas carefully, and earned a low score on the practice quiz.

2. **Ms. Benchley announced that employees who engage in harassment will be terminated.**

Ms. Benchley announced that employees who engage in harassment will be terminated. (No commas)

Ms. Benchley announced that employees, who engage in harassment will be terminated.

Ms. Benchley announced that employees who engage in harassment, will be terminated.

Ms. Benchley announced that employees, who engage in harassment, will be terminated.

3. **Sue received a \$1000 rebate when she purchased her car and she was also able to get 0% financing on her car loan.**

Sue received a \$1000 rebate when she purchased her car and she was also able to get 0% financing on her car loan. (No commas)

Sue received a \$1000 rebate when she purchased her car, and she was also able to get 0% financing on her car loan.

Sue received a \$1000 rebate when she purchased her car and, she was also able to get 0% financing on her car loan.

Sue, received a \$1000 rebate when she purchased her car and, she was also able to get 0% financing on her car loan.

PART VII. QUOTATION MARKS

DIRECTIONS: In the sentences below, put in quotation marks where they are needed, and **underline** words where italics are needed.

1. It seems to me that hip and cool are words that are going out of style.

2. Yesterday, John said, This afternoon I'll bring back your book *Conflict in the Middle East*; however, he did not return it.

3. Certainly, Mr. Martin said, I shall explain the whole situation to him. I know that he will understand.

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Essential Conventions Activity (A)

PART I. APOSTROPHES

DIRECTIONS: For each group of sentences, **CIRCLE** the sentence that illustrates correct apostrophe usage.

1. Her husbands wallet was full of curious, little items.
Her husband's wallet was full of curious, little items.
Her husbands' wallet was full of curious, little items.
2. I went to my mother-in-law house for dinner last night.
I went to my mother-in-law's house for dinner last night.
I went to my mother-in-laws' house for dinner last night.
3. You may not enter Mr. Harris's office without his permission.
You may not enter Mr. Harris office without his permission.
You may not enter Mr. Harrises office without his permission.
You may not enter Mr. Harrises' office without his permission.
4. The girls vitality and humor were infectious. [one girl]
The girl's vitality and humor were infectious. [one girl]
The girls' vitality and humor were infectious. [one girl]
5. The women's dresses are on the second floor.
The womens dresses are on the second floor.
The womens' dresses are on the second floor.

PART II. COLONS AND SEMI-COLONS

DIRECTIONS: For each group of sentences, **CIRCLE** the sentence that illustrates the one that is correctly punctuated.

1. You asked for forgiveness, he granted it to you.
You asked for forgiveness; he granted it to you.
You asked for forgiveness: he granted it to you.
You asked for forgiveness he granted it to you.
2. We ask; therefore, that you keep this matter confidential.
We ask, therefore; that you keep this matter confidential.
We ask, therefore, that you keep this matter confidential.
We ask: therefore, that you keep this matter confidential.
3. The order was requested six weeks ago; therefore, I expected the shipment to arrive by now.
The order was requested six weeks ago, therefore I expected the shipment to arrive by now.
The order was requested six weeks ago, therefore, I expected the shipment to arrive by now.
The order was requested six weeks ago: therefore, I expected the shipment to arrive by now.

4. The American flag has three colors: namely, red, white, and blue.

The American flag has three colors, namely; red, white, and blue.

The American flag has three colors namely, red, white, and blue.

The American flag has three colors; namely, red, white, and blue.

5. Clothes are often made from synthetic material; for instance, rayon.

Clothes are often made from synthetic material, for instance, rayon.

Clothes are often made from synthetic material, for instance: rayon.

Clothes are often made from synthetic material, for instance; rayon.

PART III. ELLIPSIS

DIRECTIONS: Read the paragraph below. Then, follow the instructions for the items after the paragraph.

[1] Archaeologists already knew that ancient ruins existed near the Italian city of Pisa (famous for its leaning tower). [2] Therefore, when construction began on a junction for the Italian state railway at Pisa, the archaeologists decided to do some excavating. [3] By fall of 1999, the archaeological team had turned up sixteen ships! [4] The ships dated from the third century B.C. to the sixth century A.D. [5] The shortest was 23 feet long, the longest nearly 100 feet. [6] In addition, the archaeologists unearthed cargoes of fruit and olives still in storage jars. [7] Probably the most emotional discovery was that of the skeletons of a man (possibly a sailor) and a dog near one of the cargo ships.

Example 1. Rewrite the first sentence, omitting the words (famous for its leaning tower).

Archaeologists already knew that ancient ruins existed near the Italian city of Pisa. . . .

1. Rewrite the first sentence, omitting the words the Italian city of.

2. Rewrite the second sentence, omitting on a junction for the Italian state railway.

3. Rewrite the third and fifth sentences, omitting the fourth sentence.

4. Rewrite the fifth and sixth sentences, omitting the words In addition.

5. Rewrite the seventh sentence, omitting the words (possibly a sailor).

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Essential Conventions Activity (B)

PART I. HYPHEN

DIRECTIONS: **CIRCLE** the words where hyphens are needed or put an **X** through extra hyphens. Put a **C** at the end of correct sentences.

1. Martin is on anti-inflammatory medication. _____
2. There are sixty seven people waiting in line. _____
3. Who do you think he will ask to be his Vice-President? _____
4. We live in a post-September 11th era. _____
5. Robert's ex girlfriend called him last night. _____
6. Heather's mom thinks she lacks self confidence. _____
7. The Civil War took place in the nineteenth century. _____
8. His was an all state running back his senior year in high school. _____
9. Mom will turn forty-six this August. _____
10. The other day, when it was hot and humid, Robert and I went swimming. _____

PART II. SUBJECT-VERB AGREEMENT

DIRECTIONS: From the choices provided after each sentence **CIRCLE** the one that would correctly complete the sentence.

1. Dr. Fisk is one of those professors who _____ distracted most of the time. **(SEEM, SEEMS)**
2. _____ either Luis or his parents written to Angela? **(HAVE, HAS)**
3. Neither Luis nor his parents _____ the least bit interested in keeping in touch with her. **(IS, ARE)**
4. Everybody on this team _____ really hard to please the new coach. **(TRY, TRIES)**
5. Because there _____ so many students in that class, I can sometimes sleep in the back row. **(ARE, IS)**
6. Several of the students _____ decided to withdraw from the course. **(HAVE, HAS)**
7. Mr. Bradley, along with his two sisters, _____ lived in this town for thirty years. **(HAVE, HAS)**
8. There _____ no reasons for this horrible development that I can see. **(IS, ARE)**
9. Some of the water _____ already gone bad. **(HAVE, HAS)**
10. One of these students _____ obviously cheated on the exam. **(HAVE, HAS)**
11. Everyone in the class _____ these exercises to be beneficial. **(HAS FOUND, HAVE FOUND)**
12. Each of the students _____ wearing a colorful outfit at the picnic. **(WAS, WERE)**
13. Everyone, including the parents, _____ yelling when the game ended. **(WERE, WAS)**
14. Everyone, even the majority of Americans, _____ to learn more about recycling trash. **(NEEDS, NEED)**
15. Anyone wanting to enhance his or her life _____ to take a computer class. **(NEEDS, NEED)**
16. Several of the ethnic communities in our city _____ as old as the city itself. **(IS, ARE)**
17. Few _____ the wish to be silent. **(HAS, HAVE)**
18. Each of the children _____ giggling or laughing. **(WAS, WERE)**
19. Some of the water in our yards _____ from a hole in the drainage pipe. **(ENTER, ENTERS)**
20. All of the herbs the chef uses _____ from his own garden. **(COMES, COME)**

PART III. COMMONLY MISUSED WORDS

DIRECTIONS: In the sentences below **CIRCLE** the words that would correctly complete the sentence.

1. If we drive a little **(farther/further)**, we'll see a great place to stop for **(desert/dessert)**.
2. I'm not sure why Liz can't **(accept/except)** how **(good/well)** **(your/you're)** dress looks.
3. Please tell them to **(set/sit)** still **and (raise/rise) (their/they're/there)** hands once they have identified all the **(capital/capitol)** cities in Europe.
4. **(Its/It's)** important to **(complement/compliment)** our **(principal/principle)**, **(whose/who's)** innovative educational **(principals/principles)** and **(good/well)** **(advice/advise)** helped students **(raise/rise) (their/they're/there)** test scores ten percent last year.
5. The city planners hope to rebuild the **(capital/capitol)** on the **(cite/site)** of the old fairgrounds, where they could **(raise/rise)** a monument to the city's founders.
6. I've never seen my hamster remain so **(stationary/stationery)** for such a long period of time; **(its/it's)** been **(laying/lying)** there all day.