

Part 1: Problem Pronouns

Each sentence has a problem related to pronouns. Find it and fix it.

1. When the bike hit the car, it was damaged.
2. I like to shop at the traditional street market because they have lots of fresh vegetables.
3. Janet told her niece that she would be a pilot one day.
4. We are treated very badly at work. They probably think we are slaves.
5. I ordered three books from Amazon, but they never sent them to me.
6. John took the paper off the computer and put it in his pocket.
7. One of the main reasons for success in sports are daily practice.

Part 2: Choppy Sentences

Rewrite these short paragraphs so that they have better sentence style and less repetition.

- 1 She opened the window. She looked out the window. She saw her sister. She waved to her sister. She closed the window. She picked up her phone.
- 2 The coach said now is the time for all good players to help the team. The coach said the team needs to run faster. The coach said the team needs to shoot harder. The coach said the team needs to score more goals.
- 3 My friend goes to the gym every other day. He stretches. He does some aerobic work. He lifts weights to build muscle. He is in great shape.

Part 1: Problem Pronouns Suggested Answers

- 1 After hitting the car, the bike was damaged.
- 2 I like to shop at the traditional street market because it has lots of fresh vegetables.
- 3 Janet said her niece would be a pilot one day.
- 4 We are treated very badly at work. The managers think we are slaves.
- 5 I order three books from Amazon, but it never sent them to me.
- 6 John took the paper off the computer and put the paper in his pocket.
- 7 One of the main reasons for success in sports is daily practice.

Part 2: Choppy Sentences Suggested Answers

- 1 After opening the window, she looked out, saw her sister and waved. Then she closed the window and picked up her phone.
- 2 The coach said now is the time for all good players to help the team by running faster, shooting harder and scoring more goals.
- 3 My friend goes to the gym every other day. He's in great shape because he stretches, does some aerobic work and lifts weights to build muscle.

Part 3: Parallel Structure

What is it? It is a writing style that repeats the same grammatical form in a sentence, usually two or three times. Here is an example of a sentence that does not have parallel structure.

- Mary likes cooking, skating and to ride a motorcycle.

This sentence lists three things that Mary likes to do. The list has two gerunds and one infinitive. That is not parallel and in English, that doesn't read well or easily. Here are two better options:

- Mary likes cooking, skating and riding a motorcycle. (all gerunds)
- Mary likes to cook, skate and ride a motorcycle. (all infinitives)

Practice 1: Edit these sentences to create parallel structure.

1. Mike likes to listen to rock music and reading mystery novels.
2. Julia is in charge of stocking the shelves, writing orders, and to sell computers.
3. My grandfather's favorite pastime is to eat in trendy restaurants and visiting art galleries.
4. While in France, my nephew spent his time studying French, working in a restaurant, and he jogged along the Seine River every morning.
5. Joan decided to paint her office, to add some new curtains, and that the rug needs dry cleaning.

Practice 2: Rewrite the sentences and fix non-parallel elements. Combine sentences, if necessary.

1. He was handsome, brave, and the sort of person who would do anything for you.
2. I was afraid of the river. It had a fast current, big waves and it was cold.
3. That high school has many rules. Students need to wear uniforms, arrive before 8am and they cannot bring their Smartphone to school.
4. The room was beautiful, the service was impeccable, and I've never tasted better food in my entire life.
5. Being a nurse is a good career because of the high salary, vacations and schedules.
6. It is dangerous to be living in this world today because of war, unemployment and not enough money.
7. Cooking and eating at home is a good idea for students because it is saves time, money and it is easy to do.

Part 3: Parallel Structure Suggested Answers

Practice 1

- 1 Mike likes to listen to rock music and **read** mystery novels.
- 2 Julia is in charge of stocking the shelves, writing orders, and **selling** computers.
- 3 My grandfather's favorite pastime is **eating** in trendy restaurants and visiting art galleries.
- 4 While in France, my nephew spent his time studying French, working in a restaurant, and **jogging** along the Seine River every morning.
- 5 Joan decided to paint her office, add some new curtains, and **dry clean** the rug.

Practice 2

1. He was handsome, brave, and the sort of person who would do anything for you.
 - He was handsome, brave, and **generous**.
2. I was afraid of the river. It had a fast current, big waves and it was cold.
 - I was afraid of the river **because of its** fast current, big waves and **cold water**.
3. That high school has many rules. Students need to wear uniforms, arrive before 8am and they can't bring their Smartphone to school.
 - That high school has many rules. Students need to wear uniforms, arrive before 8am and **leave their Smart phones at home**.
4. The room was beautiful, the service was impeccable, and I've never tasted better food in my entire life.
 - The room was beautiful, the service was impeccable, and **the food was amazing, maybe the best food I've ever eaten**.
5. Being a nurse is a good career because of the high salary, vacations and schedules.
 - Being a nurse is a good career because of the high salary, **long** vacations and **flexible** schedules.
6. It is dangerous to be living in this world today because of war, unemployment and not enough money.
 - It is dangerous to be living in this world today because of war, unemployment and **poverty**.
7. Cooking and eating at home is a good idea for students because it is saves time, money and it is easy to do.
 - Cooking and eating at home is a good idea for students because it is saves time, money and **energy**.

Part 4: Wordy Sentences (less is more)

Good writing style uses the fewest number of words to talk about an idea. Your task is to edit sentences so the main idea remains and remove useless words.

Example:

Wordy: John was employed and now works for the company Samsung.

Better: John now works for Samsung.

1. Helen is a smart and intelligent woman.
2. Our top student is a physically ill student today.
3. I will complete my research paper in a period of a week.
4. John's stylish boots, made of crocodile skin, cost him an arm and a leg.
5. Susan is the teacher who teaches chemistry at her high school.
6. The student is writing a writing assignment for his English Composition class.
7. The book, which is located on the table, is a Grammar book.
8. Jennifer ran with the other runners in the 5,000 meter track event and finished third overall.
9. Her purse, which was manufactured in Italy, was stolen yesterday.
10. Many people admire her lectures for the fact that her ideas are expressed in a clear manner.

Part 4: Wordy Sentences Suggested Answers

1. Helen is a smart and intelligent woman.
 - Helen is a smart woman.
 - Helen is an intelligent woman.
 - Helen is a smart and wise woman.
2. Our top student is a physically ill student today.
 - Our top student is ill today.
3. I will complete my research paper in a period of a week.
 - I will complete my research paper in a week.
4. John's stylish boots, made of crocodile skin, cost him an arm and a leg.
 - John's stylish crocodile skin boots cost him an arm and a leg.
5. Susan is the teacher who teaches chemistry at her high school.
 - Susan is a high school chemistry teacher.
6. The student is writing a writing assignment for his English Composition class.
 - The student is writing an assignment for his English Composition class.
7. The book, which is located on the table, is a grammar book.
 - The book on the table is a grammar book.
 - The grammar book is on the table.
 - There is a grammar book on the table.
8. Jennifer ran with the other runners in the 5,000 meter track event and finished third overall.
 - Jennifer finished third in the 5,000 meter track event.
9. Her purse, which was manufactured in Italy, was stolen yesterday.
 - Her Italian purse was stolen yesterday.
10. Many people admire her lectures for the fact that her ideas are expressed in a clear manner.
 - Many people admire her lectures because the ideas are expressed so clearly.
 - Many people admire her lectures because of the clear ideas.

Part 5: Paragraphs

Here are two passages. Each passage is about 100 words. They come from longer stories. You have to edit the text by doing a few things:

- Add punctuation to create sentences
- Add space to create paragraphs
- Add capitalisation
- Fix spelling errors and subject-verb agreement problems

Level 1

kids love lego they make houses, tranes, and cars one man started lego he is from denmark his name was ole kirk in 1932, he started to make small things that kids could played with, like cars and hooses in 1934, he called his company lego that word means play well in 1947, ole saw sum plastic blocks from england to years later, he started making them they did not stayed together not many peple liking them in 1958, he had an idea for a new kind of black he made blocks with dots and wholes when kids puts the dots into the holes, the blocks stayed together

Level 2

a computer moose is a small boxe its purposes are to move a line on a screem and helps users do work and play games where did the mouse come from the story of the mouse begins in 1967 the first mouse looks like a large block of wood with a red button on top in 1973, a company calling xerox improves the mouse it was small, light and easy to use sixe years latter, steve jobs visiting xerox he sawed a special computer with advanced technology and software these machine used a mouse to touch small images on the screen the images opening file and programs

Part 5: Paragraphs Suggested Answers

Level 1

Kids love Lego. They make houses, trains, and cars.

One man started Lego. He was from Denmark. His name was Ole Kirk. In 1932, he started making small things that kids could play with, like cars and houses. In 1934, he called his company Lego. That word means play well.

In 1947, Ole saw some plastic blocks from England. Two years later, he started making them. They did not stay together. Not many people liked them.

In 1958, he had an idea for a new kind of block. He made blocks with dots and holes. When kids put the dots into the holes, the blocks stayed together.

Level 2

A computer mouse is a small box. Its purpose is to move a line on a screen and help users do work and play games. Where did the mouse come from?

The story of the mouse begins in 1967.

The first mouse looked like a large block of wood with a red button on top. In 1973, a company called Xerox improved the mouse. It was small, light and easy to use.

Six years later, Steve Jobs visited Xerox. He saw a special computer with advanced technology and software. This machine used a mouse to touch small images on the screen. The images opened files and programs.