

Answer Key

Effective Writing

1. It is necessary that you not be uninformed about this case.
You must be informed about this case.
2. There is ample evidence which indicates that the attorneys for the defense did not provide inadequate counseling to their client.
Ample evidence shows that the defense attorneys provided adequate counseling to their client.
3. Speaking and to listen well are important elements of communication.
Speaking and listening well are important elements of communication. OR
To speak and to listen well are important communication elements.
4. To win is the obvious goal, but playing fair is important too.
Winning is the obvious goal, but playing fair is important too. OR
To win is the obvious goal, but to play fair is important too.
5. They were charged with assault, robbery, and forging checks.
They were charged with assault, robbery, and check forgery.
6. I remember his generosity and that he was considerate.
I remember his generosity and consideration.
7. She worked quickly and in an efficient manner.
She worked quickly and efficiently.
8. When working with power tools, eyes should be protected.
When working with power tools, protect your eyes. OR
Protect your eyes when you use power tools.
9. When changing a diaper, a baby should be on his or her back.
When changing a diaper, lay a baby down on his or her back. OR
Lay a baby down on his or her back when changing a diaper.
10. I have some letters the mail carrier delivered in my purse.
The mail carrier delivered some letters that I have in my purse.
11. We have tuna casserole I made in the refrigerator.
In the refrigerator, we have tuna casserole that I made.
12. Mollie came over while I was playing the piano with a piece of pound cake.
While I was playing the piano, Mollie came over with a piece of pound cake.
13. While asleep, the flea bit the dog.
The flea bit the sleeping dog.
14. I tried calling to tell you about that TV show five times.
I called five times to tell you about that TV show.

Grammar Mastery Test

15. None of the desserts **were** left by the end of the birthday party.
16. The papa bear thought that some of his porridge **was** missing.
17. Your brilliant excuses almost **make** up for your tardiness.
18. Neither Jackson nor Jenna **is** playing hooky. (CORRECT)
19. Neither Jackson nor I **am** playing hooky.
20. Either of us **is** capable of winning. (CORRECT)
21. All of the class **is** willing to take part in the prank. (CORRECT)
22. One third of the eligible population **tends** not to vote in national elections.
23. One third of the voters **tend** not to cast their ballots in national elections.
24. Here **are** the paper clips you requested.
25. She is one of those doctors who **make** house calls. (CORRECT)
26. Dr. Cresta is one of those professors who **do** whatever it takes to get **their** points across to **their** students.
27. She is the only professor who **does** what it takes to help her students learn joyfully. (CORRECT)
28. **She** and **he** are always fighting.
29. When Toni and **he** come over, we always have a great time.
30. It is **we** who must decide whether to tax ourselves or cut spending. (CORRECT)
31. Between you and **me**, this class is a joke.
32. **Who** do you think you are to give me advice about dating? (CORRECT)
33. **Who** makes up these English rules anyway? (CORRECT)
34. **Who** do you think should win?
35. **Whom** are you voting for?
36. **Whoever** has the keys gets to be in the driver's seat. (CORRECT)
37. We are willing to work with **whomever** you recommend.
38. The thoughts **that** Ted presented at the meeting were so worthwhile. (CORRECT)
39. The thoughts that Ted presented, **which** were about shifting national priorities, were well received.
40. When you do a job so **well**, you can expect a raise.
41. Bonnie was a **good** sport about losing the race. (CORRECT)
42. Harry smells **good**. What is the aftershave he is wearing? (CORRECT)
43. Lisa did so **well** on the test that she was allowed to accelerate to the next level. (CORRECT)
44. Our puppy is definitely **sweeter** than her brother.

- 45. With triplets, I have to be careful to divide everything equally **among** them or they will fight.
- 46. Karen should **have** known that her cheap umbrella would break in the storm.
- 47. Sometimes the **effects** of our generosity may seem minimal, but our good intentions do make a difference. (CORRECT)

Answer Key

Usage Exercise

1. about
2. kept
3. with
4. at
5. the dole
6. with
7. much
8. queer
9. noisy

The Sense of Sentences

10. B
11. D
12. C
13. D
14. D
15. C
16. D
17. D
18. A
19. B
20. B
21. D
22. D
23. A
24. D

25. D

26. B

27. D

28. B

29. B

Writing & Language

30. B

31. D

32. D

33. A

34. B

35. D

36. D

37. A

38. A

39. C

40. A

41. C

42. D

43. B

44. B

Writing & Language

45. D

46. C

47. B

48. C

49. D

50. C

51. D

52. D

53. A

54. C

- 55. B
- 56. B
- 57. D
- 58. B
- 59. B