

# Writing Clearly: Grammar for Editing, 3E

by Janet Lane and Ellen Lange

## Answer Key

### Unit 8

#### **Pre-test: What Do You Already Know?**

See page 352 of *Writing Clearly, Third Edition* for answers to the Pre-test.

#### **Practice What You Have Learned (pages 191–194)**

##### **Exercise 1 (page 191)**

1. I do not really know what this issue is all about.
2. I have already been accepted to the university I wanted to attend.
3. The only concern I have is how much it will cost the students to pay the rent.
4. *Correct*
5. *Correct*
6. Tomás is planning to have a surprise birthday party for Luis.
7. I have not gotten my term paper back even though I handed it in a week ago.
8. I am going to buy my father a beautiful green silk tie for his birthday.
9. Bill often goes swimming in the evening to get regular exercise. (OR: In the evening, Bill often goes swimming to get regular exercise.
10. The professor comes to class on time every day.

##### **Exercise 2 (page 193)**

*Answers will vary. Possible answers follow.*

1. The professor said he doesn't know when he will get the papers corrected.
2. Your term paper does not cover how the project was carried out.
3. I am sorry but I did not understand what the announcer said.
4. Could you please tell me where the nearest grocery store is?
5. It is not clear whether the soccer game has been cancelled. (or not)

##### **Exercise 3 (page 193)**

*Correct word order is shown in italics.*

You can learn vocabulary in your English classes and from your textbooks. However, you may not be taking advantage of some handy reference tools that you can use to build up your vocabulary. Have you ever thought, for instance, what a great teacher the supermarket can be? If you think about it, everything is labeled with pictures or signs, making it easy for you to connect with the product the words (*the words with the product*). The window on the chocolate chips package lets you see the chips, and there is a picture of tomatoes diced (*diced tomatoes*) on a can. Besides, if you are still not sure about what is a product, (*what a product is*) you can ask another

customer (*in the store*) to help you, and you will be practicing your communication skills. Have you ever thought, too, about how helpful newspaper, magazine, or Internet ads can be? Just consider, for example, what about pizzas you can learn (*what you can learn about pizzas*). You can find ads for different styles of pizzas and also learn just how many different kinds of crusts are there (*there are*). Many pizza places have in their ads helpful pictures (*helpful pictures in their ads*), and you can also learn some interesting slogans, too, such as “Fastest wheels west of the Rockies!” or “Only Chicago-style pizza in Montana!” Instead of throwing away those catalogs that to your mailbox come (*that come to your mailbox*) or ignoring them online, have you ever thought what a useful resource they can be for words? Catalogs have excellent pictures with detailed descriptions of their products. For example, you could learn what is a frost-free refrigerator (*what a frost-free refrigerator is*) or what are the names of different golf clubs (*what the names of different golf clubs are*). As for clothes, you could learn names exotic (*exotic names*) for colors and see the color itself illustrated. So, the next time you complain about not knowing enough vocabulary, get out of the house and go to the supermarket, or if on staying home you insist (*you insist on staying home*), pick up the latest catalog that came in the mail or click on your Internet browser and get busy!

### ***Post-test: What Do You Know Now? (pages 194–196)***

#### **A (page 194)**

1. Learning to manage time is often a challenge for first-year students.
2. It is always a difficult decision for students to decide whether or not to take a job.
3. Some stores have been more generous than others this year in giving discounts to students.
4. Last year the professor gave out a special assignment for extra credit to the class.  
(OR: Last year the professor gave out a special assignment to the class for extra credit.)
5. That new red sports car belongs to one of the richest families in town.
6. Although most people would like peace, war still exists in this world.
7. When I get behind in my reading assignments, I sometimes get very nervous.

#### **B (page 194)**

- I* 1. The judge explained how the winners of the prize were selected.
- C* 2. *Correct*
- I* 3. In the middle of the lecture, some students could not figure out what the professor was trying to explain.
- I* 4. The teaching assistant announced when the deadline for the paper was.
- I* 5. We still do not know when the test will be.

#### **C (page 195)**

- I* 1. Yesterday morning we decided to go to the movies tonight.
- C* 2. *Correct*

- I* 3. Yesterday we found an abandoned bicycle in the yard, which we reported to the police.
- I* 4. We are planning to go home tomorrow for the weekend. (OR: We are planning to go home for the weekend tomorrow.)
- C* 5. *Correct*

**D (page 195)**

- 1b.
- 2a.
- 3a.
- 4b.
- 5a.

**E (page 196)**

I hope you are enjoying the nice weather this weekend. I am writing you about the volunteer position I spoke to you about earlier this week.

Yesterday, I received a phone call from the volunteer coordinator. She said that she would soon be sending you a reference form to fill out for the volunteer position in the student crisis center that I spoke to you about earlier. I would appreciate your filling it out as soon as possible because I cannot be accepted into the program until all my references have sent in their forms.

Thank you for all your help. I look forward to starting my volunteer work soon.