

Writing Clearly: Grammar for Editing, 3E

by Janet Lane and Ellen Lange

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Answer Key

Unit 2

Pre-test: What Do You Already Know?

See page 350 of *Writing Clearly, Third Edition* for answers to the Pre-test.

Practice What You Have Learned (pages 48–52)

Exercise 1 (page 48)

- I* 1. I have lived in the United States for two years.
- I* 2. By exercising on a regular basis, an athlete can maintain muscle flexibility and strength.
- I* 3. My instructor is not pleased OR was not pleased with my lack of participation in class.
- C* 4. *Correct*
- I* 5. Scientists are currently trying to find a cure for AIDS.
- I* 6. Elizabeth has decided to postpone taking her driving test until next month.
- C* 7. *Correct*
- I* 8. Skipping breakfast is not good for one's health.
- C* 9. *Correct*
- I* 10. The government is greatly concerned about the high inflation rate.

Exercise 2 (page 49)

Answers will vary. Possible answers follow, with the correct verb form in parentheses at the end of the sentence.

1. I avoided talking to my friend last night because I am angry at him. (gerund)
2. Many students prefer to study (OR prefer studying) late at night rather than during the day. (infinitive or gerund)
3. By talking to each other, we can work out our problems. (gerund)
4. These boxes are too heavy for me. Could you help me move (OR to move) them? (base form or infinitive)
5. The coach encouraged the team to practice regularly and (to) maintain a positive attitude. (infinitive)

6. One of my goals is to become (OR becoming) a good swimmer. (infinitive or gerund)
7. Many employees dislike commuting. (gerund)
8. Gardening is one of my hobbies. (gerund)
9. I consider myself good at cooking and baking. (gerund)
10. A colleague let me borrow his notes when I was not able to attend the seminar. (base form)
11. It is easy to travel (OR traveling) to the southern part of the country by train. (infinitive or gerund)

Exercise 3 (page 50)

1. to walk OR walking
2. to relax
3. enjoy OR to enjoy
4. relax OR to relax
5. walking OR to walk
6. to continue

Exercise 4 (page 50)

Answers will vary. Possible answers follow.

1. The residents in the area are concerned about the new shopping center that is going to be built in their neighborhood.
2. San Francisco is located in northern California.
3. Our favorite restaurant is closed tonight.

Exercise 5 (page 51)

1. Mathias is thrilled to have completed his bachelor's degree and to have found a job immediately.
2. A bystander claimed to have witnessed the accident that occurred last night.
3. The Smiths are happy to have moved to a new and bigger house.
4. To have swum ten miles was a great accomplishment for Janice.
5. I would have loved to have seen Bill Clinton speak when he was president of the United States.

Exercise 6 (page 51)

I am writing to apply for your internship position. I am very interested in this position. I am a graduate student in the master's degree program in the Department of Biological and Agricultural Engineering. This department has a good reputation for its high level of research and the high quality of its students. I am majoring in food engineering, and my research project deals with nuclear magnetic resonance imaging (NMRI) to study (OR for studying) bruises in apples. I have taken NMRI classes, read many papers about NMRI, and done a variety of experiments using this technique. I hope to expand my practical experience in this area by getting this internship with your company.

I have included my résumé for your review. I hope to hear from you soon.

Exercise 7 (page 52)

It takes a great deal of courage for a person to leave his or her family and start life all over again in another country. The person must not only face many changes alone but also separate from friends and rely on phone calls and e-mail messages as a means of sharing thoughts. The new environment and the new setting make even the bravest individual feel scared as he or she encounters many sudden changes and undergoes many kinds of struggles in a short period of time. Despite these difficulties, going abroad has many benefits, for it gives a person the chance to see the world, to face new challenges, to make new friends, and to gain more knowledge about people and places. Before I came to the United States, I had many expectations. I thought that life in this country would be similar to life in my country. However, after being here for five months, I have come to the conclusion that life in the United States is entirely different from what I had expected.

Post-test: What Do You Know Now? (page 53-54)

A (page 53)

Base form: finish
Infinitive: to finish
Gerund: finishing
Present participle: finishing
Past participle: finished

B (page 53)

- I* 1. At school, English is spoken all around me.
I 2. Entomologists are concerned with insects.
I 3. Economists try to understand the economy and prevent any crisis from happening.
C 4. *Correct*
I 5. A study that is being conducted at a well-known university aims to examine the effects of Tai Chi on the elderly.
C 6. *Correct*
I 7. I believe that coming to the U.S. to study will broaden my life.
I 8. Being a teaching assistant is the most difficult challenge I have ever faced.
C 9. *Correct*
I 10. People living in some cities in California feel earthquakes more than people in other cities.

C (page 54)

The service at our university's bookstore continues to be poor. To begin with, the manager has not learned to hire the right number of clerks. Every semester during registration and the first week of classes, a lot of students are trying to buy their books, but the manager only schedules three or four clerks to check out customers. Unless you enjoy standing in a long line for hours, you should avoid going to the bookstore at this time. However, after a couple of weeks, when the initial rush is over, the manager will

start to hire more clerks. Of course, because they are not busy, they waste a lot of time by standing around and talking to each other. As a result, asking the clerks to help you is never easy.

D (page 54)

1. asking
2. speaking
3. experienced
4. to cash
5. telling
6. feel