Combining Sentences—Adverbial Clauses

Please combine the following pairs of sentences. Use a subordinating conjunction to create an adverbial clause. Punctuate carefully.

**Ex:** Jackie Rodriguez won the lottery. Jackie Rodriguez bought her mother a house.

*After Jackie Rodriguez won the lottery, she bought her mother a house.*

1. Paola lost her purse. Paola needs to cancel her credit cards.

2. The student was writing a paper on her computer. The power went out.

3. Mr. Kellar recently sold his car. He needs to cancel his auto insurance policy.

4. José was playing soccer last weekend. José injured his left knee.

5. Karen took her parents to go out to dinner. Karen forgot her credit card.

6. Three trucks collided on the Ventura Freeway. Two of the drivers were badly injured.

7. The Lopezes often go out to a Thai restaurant. Sometimes the Lopezes prefer Italian food.

8. Madson enjoys going to the theater. He rarely has the time or money.

9. Lee has recently moved to Florida. He would rather live in California.

10. Michael leaves early. His supervisor gets annoyed.

11. Terrence was having trouble with his English 101 paper. Terrence went to see a tutor in the Learning Center.

12. Maria’s son was very ill last week. Maria took her son to the pediatrician.
Combining Sentences—Adjective Clauses

Please combine the following pairs of sentences. Use a relative pronoun to create an adjective clause. Punctuate carefully.

Ex: Jackie Rodriguez won the lottery.
    Jackie Rodriguez bought her mother a house.

    Jackie Rodriguez, who won the lottery, bought her mother a house.

1. Jerry was in a terrible car accident.
   Jerry lives across the street from my family.

2. Bill Lopez spoke at the rally.
   Bill Lopez recently traveled to South Africa.

3. The man took Roberto’s wallet.
   The man was wearing a pink shirt.

4. This exercise will help you to write adjective clauses.
   This exercise was written by Susan.

5. The Smiths’ house is for sale for $500,000.
   Tom is thinking about buying the Smiths’ house.

6. Sylvia sent a birthday card to her mother.
   Her mother lives in Hawaii.

7. Tom’s car is in the repair shop.
   Tom needs a ride to work.

8. We tried a new restaurant yesterday.
   The restaurant was recommended by Mr. Chavez.

9. Our English class is reading Of Mice and Men.
   Of Mice and Men was written by John Steinbeck.

10. Jennifer Lopez appeared at the movie premiere.
    Jennifer Lopez is starring in a new movie.

11. The man was injured during a robbery.
    The man was taken to the hospital.

12. The president congratulated the winner of the contest.
    The winner will receive a free trip to Disneyland.
### Coordination

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Punctuation Exercise

Please add punctuation where it is needed in the following sentences. If the sentence is correct, put a C in the blank.

1. After the student worked on the paper he took a break. ____
2. Phyllis Kase who sat next to me in class lent me her notes. ____
3. The students studied these punctuation rules later they took the final. ____
4. The newspaper did not publish the story however it appeared in Time magazine. ____
5. Eric Lee the director of the program gave the students a welcoming speech. ____
6. Lupita wants to lose weight so she walks two miles every day. ____
7. Terry sent the story to the instructor after he reviewed it carefully. ____
8. The concert tickets were expensive we went to the movies instead. ____
9. The woman who went swimming at the beach was eaten by a shark. ____
10. Mindy Susan and Patricia sponsored the new program. ____
11. You should finish the test check your answers and go home. ____
12. Lola Anders the famous author has written a new book. ____
13. The new clerk waited for her supervisor to call her he never did. ____
14. Students who wish to take English 21 must pass Dev. Com. 1. ____
15. While he was eating lunch Robert suddenly felt ill. ____
16. Luis Cardoza who lives in San Fernando spoke at the meeting. ____
17. The police officer spoke to the suspect but did not arrest him. ____
18. Jack felt a terrible pain in his chest as he slowly climbed the stairs. ____
19. Someone broke into the house nothing seemed to be missing. ____
20. Whenever Krista leaves her dog barks for hours. ____
Miscellaneous Comma Rules Practice 1

Please review each of the following sentences; add punctuation where needed.

Places and Addresses
1. Lee went to Honolulu Hawaii for his vacation.
2. The baby was born in San Fernando California in 1999.
3. We visited New York and London during our vacation.
4. Your resume should be sent to Joe Flores Director of Personnel Smith Electronics 123 Polk Street San Luis Obispo California 93401 by October 27.
5. We visited Paris France and Madrid Spain last summer.

Dates
1. Sam was born on Tuesday July 9 1980 at 6 a.m.
2. The class will begin next Tuesday September 1 at 6 p.m.
3. We will leave for Paris on Saturday May 5 and return on Sunday May 27.

Nouns in Direct Address
1. Sammy please answer the phone.
2. I told you Mr. Smith that I could not attend.
3. The door is open Michael.
4. Get out of my way you silly dog.
5. Excuse me sir your keys are on the floor.
6. Mrs. Lopez did you finish the report?
7. If you want Logan you can leave early.
8. Did you work on Tuesday Dave?
Miscellaneous Comma Rules Practice 2

Please review each of the following sentences; add punctuation where needed.

Places and Addresses
1. Josie and her friends went to Paris France last summer.
2. The Lopezes will visit Honolulu Hawaii or Orlando Florida for their vacation.
3. Eva Lee will speak in Las Vegas Nevada and Flagstaff Arizona during her campaign.
4. The ship visits Hong Kong and Beijing during the cruise.
5. Please send my check for $1 million to Susan Polk Los Angeles Mission College 13356 Eldridge Avenue Sylmar California 91342 as soon as possible.

Dates
1. The class will begin on Monday December 11 2009 at 7:45 a.m.
2. Our dinner reservation is on Tuesday February 21 at 8 p.m.
3. The conference begins on Wednesday January 30 and ends on Saturday February 2.
4. Tam’s baby was born Tuesday May 14 2007 at 6:02 a.m. at Holy Cross Hospital.
5. The Washingtons were married on Saturday October 6 2007 in Las Vegas.

Nouns in Direct Address
1. Mr. Pohl will you please review this material before the meeting.
2. I know Leila that your paper is on my desk.
3. The garage door is open Michael.
4. Sit down Sara.
5. If you want Karen you can turn the paper in on Tuesday.
6. Did you see Martin that the article is due on June 11?
7. Sir I asked you if you wanted a green or blue shirt.
8. Mrs. Davis it seems to me that this medication is effective.
9. Your appointment will be on Friday Jerome.
10. Lupe did you fix the computer yet?
Comma Usage

1. **Introductory Elements**

Use a comma for each of the following reasons.

- Any introductory element with a verb form
  
  Staring into space, Susan thought about a long vacation.
  
  To succeed in life, one must work hard.
  
  After Sally kissed David, Hughes left the room angrily.

- Introductory transitional expressions (conjunctive adverbs)
  
  Sandra wanted to leave early. However, she stayed until very late.
  
  Bob has some irritating habits; for example, he always loses his keys.
  
  In addition, be sure to review the price index.

- Long introductory phrases (5 or more words)
  
  In the back of the room on the left, Sally found her missing shoe.
  
  By the end of the second half of the game, the fans were exhausted.

- Noun in Direct Address
  
  Sylvia, the report that you requested is on your desk.

2. **Parenthetical (Interrupting) Elements**

Use commas to enclose elements that interrupt the flow of a sentence. These elements often rename or describe another noun in the sentence. Some of these include

- Appositives
  
  Samuel Smith, the new director, spoke to us about the problem.

- Adjective clauses and other descriptive elements
  
  Joe Lopez, who works in the next office, borrowed your books.
  
  This old textbook, which I have owned for many years, has some good exercises.

- Noun in direct address
  
  I asked you, Robert, if you would like to leave early.

3. **Items in a Series**

Use a comma to separate three or more items (word, phrases, or clauses) joined with a coordinate conjunction (and, but, or, nor)

- Jose, Martha, and Carl left early.
  
- We went to the movies, to the mall, and to the restaurant.
  
- She studied for hours, ate dinner, and went home.
  
- She worked at the office, she called her friend, and then she drove home.

4. **Compound Sentences**

Use a comma with a coordinate conjunction (and, but, or, for, nor, so, yet) to separate two related independent clauses.

- Sylvia studied for hours, so she did well on the test.
  
- Mr. Lopez hates to eat in restaurants, but his wife loves to eat out.
  
- The student had reviewed the lesson, yet he lacked confidence during the test.
Comma Rules

1. Do NOT use a comma when you join two words or phrases with a coordinating conjunction.

   and, but, or, nor, for, so, yet

   Jorge and LaTanya went to the library but forgot to sign up for an Internet workshop.

2. Items in a Series--Separate three or more words, phrases, or clauses in a series; use a comma before the coordinating conjunction.

   Sylvia went to the meeting, spoke to the manager, and finished the project.

3. Compound Sentence--Separate two independent clauses with a comma AND a coordinating conjunction.

   Zoila worked on her paper, and she will turn it in on Friday.

4. Introductory Elements--Use a comma to separate the following introductory elements from the main idea:

   • An introductory transition

     Tom left early. Therefore, he missed the meeting.

     OR

     Tom left early; therefore, he missed the meeting.

   • Any introductory element with a verb form (including Adverbial Clauses)

     As Sandy left, Joseph waved goodbye.

5. Parenthetical Elements—Enclose the following nonessential elements in commas. These elements interrupt the flow of the sentence:

   • Transition

     Tom left early. Ana, however, stayed until the end of the movie.

   • Appositive

     Maria, my best friend, gave me a card for my birthday.

   • Nonessential Adjective Clauses

     Karita Simmons, who lives in Simi Valley, works at the college.
Fragments

A fragment is a group of words that is punctuated as if it were a complete sentence, but it is not a complete idea. Sometimes it is only part of an idea; sometimes it is missing necessary a word or words.

A. Please identify the following as sentences or fragments.

1. Bob sat down. ______

2. After the president of the company bought a new computer. ______

3. Several students at the college, who attended the meeting. ______

4. The professor teaching the philosophy course. ______

5. Whenever Linda wants to go home early. ______

B. One of the sentences in each of these items is actually a fragment. You can either connect the fragment to the other idea or change it so that it can stand alone.

Example: Tomi left early yesterday. Even though I had asked her to stay.

Tomi left early yesterday even though I had asked her to stay.

or

Tomi left early yesterday. I had asked her to stay.

1. After reviewing procedures and training new employees. Martha finally went home.

2. The supervisor wasn't able to complete the project. Because she had to attend another meeting.

3. Karen feels very ill. She leaving early to go to her doctor's office.

4. Bill always works late. And manages to be early every day.

5. If you ask for the day off. You will need to make up the time on another day.
Karen decided to take a vacation. Which she had wanted to do for a long time. She asked her supervisor for two weeks off. Then she went to visit her travel agent. Who gave her some interesting ideas about destinations. After reviewing a number of brochures. Karen decided to visit Italy. She asked her travel agent to make an airplane reservation. And also several hotel reservations. She flew into Rome on a sunny day in June. While she was in Rome. She went on a number of tours. And visited three museums. She enjoyed eating Italian food at some wonderful restaurants. And made several new friends. Because Karen enjoyed her Italian holiday so much. She plans to return to Italy for her next vacation.
Concise Language

Please revise the following wordy sentences.

1. In the majority of instances it may be seen that students need additional practice with punctuation rules.

2. At this point in time it seems perfectly clear that a great many students have indicated a preference for smaller classes.

3. In my personal opinion I feel that the economy is in very great danger of a total, complete collapse.

4. If you feel it is appropriate to do so, please make any necessary changes that you feel are essential.

5. It has certainly been recognized that many people show a preference for more healthful foods.

6. It is the intention of this writer to discuss a number of new theories about the prevention of the disease AIDS.

7. The reason the new governor was elected is because so many people voted for her.

8. There is no existing explanation for this unique phenomenon.

9. May I ask that you perform an analysis of this data as soon as it is convenient for you.

10. In the event that a large meteor of great proportions strikes the earth in the near future, it seems obvious that the lives of a great many people will be lost while many others could be badly injured.
Comma Practice

In the sentences below, please add commas where necessary. If the sentence is correct, make no changes.

1. Although the student had registered he missed the first week of classes.
2. Bertha Moreno a clerk in the Admissions office reviewed each application.
3. Samuel wanted to take a vacation but he could not take the time.
4. Mr. Lopez I asked you whether you needed a new computer.
5. The students who completed the prerequisite were allowed to enroll in the next course.
6. Susan wants to go to Hawaii and Costa Rica but has to teach a summer school class.
7. If Susan goes to Hawaii she will visit her sister and her mother.
8. The student who left her coat on my chair returned later to claim it.
9. To succeed in college Harold was willing to work very hard.
10. Whenever I study math I get confused and upset.
11. Grammar seems easy whenever I study.
12. Mr. Smith my former employer wrote a letter of recommendation.
13. I suggest Sara that you review each of these rules.
14. Terry reviewed the game and wrote a great news story.
15. Lee who rarely makes a mistake will proofread the article.
16. The winners included Martin and Lolita who will each receive a trophy.
17. Ms. Chang interviewed applicants, then she made her decision.
18. I completed the project that you assigned me yesterday.
19. Yesterday the instructor reviewed Chapter 2 which some of the students had not completed.
20. Sarah spoke with each of the participants before she dismissed the group.
Please add necessary punctuation to the following business letter.

Dear Mr Lopez

I recently received the order that you placed on November 30 2009 for a new vacuum. When you ordered your new Whoosh vacuum you requested a set of attachments as well. We do have the vacuum that you want in stock unfortunately our company has sold out of the specific set of attachments that you ordered. We regret that we cannot fill your order however we do have an alternative for you. If you like our company would be happy to send you a different vacuum Whoosh Model 1234 which comes with a set of attachments in its purchase price. Mr Lopez I think that you will find this vacuum equally efficient and I believe that you will be pleased with this model. The price is a little higher but is still an excellent value. If this is a satisfactory substitution please send the attached postcard to my office at 3434 Smith Street Sylmar California 91342 as soon as possible.

I hope Mr Lopez that you will continue to choose Polk’s Electronics whenever you need new appliances. Thank you for your patronage we hope to serve you in the future.

Sincerely

Susan Polk
Unit 8 Sample Quiz A

Please review the following sentences. If the sentence is correct, place a C in the blank. If the sentence contains a punctuation error, please revise the sentence.

1. Senator Thompson who lives in Fresno gave an interesting speech. ____
2. Kelly decided to move to Honolulu so she sold her house in Arleta. ____
3. One of the books is missing, no one knows what happened to it. ____
4. Jennifer Lopez the famous singer will appear at the Academy Awards. ____
5. During the trial the woman who witnessed the crime gave her testimony. ____
6. Even though Susan wants to lose weight she decided to eat pizza for lunch. ____
7. The movie theater was closed because several customers filed lawsuits. ____
8. The concert was sold out last week therefore we had to choose another. ____
9. Paul decided to start his own business he took several business courses at the college. ____
10. During the parade the band members marched in a line turned a corner and began to play. ____
11. *The Return of the King* which is a popular movie made a huge amount of money. ____
12. The expensive house was recently sold. Even though it was on a noisy corner. ____
Please combine the following short ideas into one longer, correctly punctuated sentence. (2 points each)

1. The woman was in a terrible car accident. The woman was taken to the hospital by ambulance.

2. Kevin recently took a long vacation in New York. Kevin missed his best friend’s graduation.

3. Joe decided to sell his old car. Joe placed an advertisement in several newspapers.

4. The student spent hours doing research at the public library. The student was unable to find any recent information on his topic.

5. Theodore and Rosetta went to dinner. Theodore and Rosetta got in a terrible argument at the restaurant.
Unit 8 Sample Quiz B

Please review the following sentences. If the sentence is correct, place a C in the blank. If the sentence contains a punctuation error, please revise the sentence. (1 point each)

1. The students who volunteered at the homeless shelter also worked at the preschool. __
2. Jeffrey asked several questions before Mrs. Lang handed out the quiz. __
3. When fires threatened their homes thousands of people were evacuated. __
4. The Joneses will visit Rome London and Paris during their European tour. __
5. Tomorrow the lawyer will be interviewing a police officer but not the witnesses. __
6. Uma and Frank were married two weeks ago, they went to Las Vegas for their honeymoon. __
7. Wendy Hiller a teacher at Hubbard Street School spoke to my child development class. __
8. Callie could not finish all the homework. Because she lost her math textbook. __
9. Michael Han who recently won a scholarship gave an inspiring speech during graduation. __
10. Jan returned each student's quiz discussed the homework and reviewed the last lesson. __
11. Harris wants to purchase a new office building therefore he is looking for a real estate loan. __
12. Whenever Sara visits her sister they get into terrible arguments. __

Please combine each of the following groups of short, choppy ideas into ONE correctly punctuated sentence. (2 points each)

1. The principal would like to hire several new teachers. The school budget is not adequate for the expense.

2. The Grants are thinking about purchasing a new home. The Grants are worried about qualifying for a loan.
3. Ron wants to open a new savings account. 
Ron spoke to the vice president of his local bank.

4. The airplane was taking off during a snow storm. 
The airplane skidded off the runway.

5. Susan went to Italy for a vacation last winter. 
The airline lost her luggage for several days.
Unit 8 Sample Quiz C

Please review the following sentences. If the sentence is correct, place a C in the blank. If the sentence contains a punctuation error, please revise the sentence. (1 point each)

1. David Cordova who designed the new program works at a computer company. ___
2. Students will live in a foreign city while they study its native language and culture. ___
3. The power failed in the building so the instructor dismissed the class. ___
4. Karen Leroy the owner of the corporation donated $5 million to charity. ___
5. The reporter interviewed each witness spoke to the arresting officer and filed his story. ___
6. The man who caused the accident was arrested by the police. ___
7. Yesterday Nicholas Cage the popular actor was interviewed on television. ___
8. Because Callie did not finish all the homework she had a hard time with the quiz. ___
9. Joyce Lavelle found your wallet and turned it in to the campus police. ___
10. The teacher returned each student’s quiz before she discussed the homework. ___
11. George Washington Thomas Jefferson and Ben Franklin were all famous Americans. ___
12. Joseph studies every night for several hours. Because he wants to pass all of his classes. ___

Please combine each of the following groups of short, choppy ideas into ONE correctly punctuated sentence. (2 points each)

1. Sylvia’s parents attended the PTA meeting.
   Sylvia’s parents spoke to each of her teachers.

2. The professor took his class to the museum.
   The museum has a large display of Egyptian artifacts.
3. Ron decided to sell his home. 
   Ron interviewed several real estate agents.

4. Mr. Karras went to his doctor's office. 
   Mr. Karras forgot to bring his x-rays.

5. Susan went to Italy for a ten-day vacation. 
   The airline lost all of her luggage.
In the sentences below, please capitalize where necessary.

1. my aunt has lived in miami, florida, since june.
2. i spoke to uncle jim and mr flores last tuesday.
3. my doctor lives in east los angeles but works in Encino.
4. did mrs chung drive east or went on the ventura freeway?
5. my american literature class will study *the old man and the sea* in july.
6. will professor smith teach french or italian next summer?
7. this semester joe is taking spanish, geography, and accounting 101.
8. aunt lulu loves to hike and often visits the parks in the southwest.
9. the director of the program invited the president of the college to the graduation.
10. the garcias usually go camping in big bear on labor day weekend.
11. araceli was born in mexico, but her husband was born in Sweden.
12. last wednesday dr washington took his class to an exhibit of south american art.
13. jeremiah veliz, director of human resources, will see applicants at 9 am tomorrow.
14. last may when we were in new york we visited the empire state building.
15. josefina enjoys french roast coffee, but i prefer colombian.
16. last fall i read *the heart is a lonely hunter* and *gone with the wind*.
17. *the silence of the lambs* is being screened in hollywood next wednesday, june 14.
18. dr luke, the chairperson of the english department, will teach three classes in fall 2009.
Quotation Marks--Practice

Please punctuate each of these direct quotations.

1. Will is leaving early said Martha

2. Ramon asked the conductor is that my train

3. Maria thought to herself I’ll never meet my dream date

4. We’re having an earthquake screamed Clara

5. Will this class ever end thought Mark

Please punctuate each of these split quotations.

1. Whenever I study said Louis I get better grades

2. All I ever wanted shouted Lola was a brand new Porsche

3. If you’re sure you’re ready said Ms. Lee go ahead and start

4. Sometimes mumbled the student this class gives me a headache

5. I am late answered Lupe because I missed the bus

Each of the following split quotations consists of two sentences.

1. I hate exercising said Martha I would rather go to the mall

2. The Lakers will win this year said Bob I’m sure of it

3. The book is on the table said Van you can borrow it

4. The movie is violent said the critic it’s not for children

5. Check your spelling said Marley you have many mistakes
Using Quotation Marks

Please punctuate these direct quotations. Also, add capitalization where needed.
1. Martha said my sister is coming for a visit soon

2. is it raining asked Bernie

3. where are you going today Sylvia asked her boyfriend

4. we're having an earthquake screamed the hysterical woman

5. Martin said calmly I think the bank is being robbed

Please punctuate these split quotations. Also, add capitalization where needed.
1. the semester is almost over said Susan you should be studying for the final exam

2. what did you say asked Bertha the music is so loud that I can't hear you

3. I love this song said Michael turn up the radio please

4. let's go to the museum suggested Dave there's a new exhibit on Van Gogh

5. Mariah Carey has a great voice said Martin she is appearing on television next week

6. this exercise is very hard grumbled the student and it's giving me a bad headache

7. I told you several times said the clerk that this item is not on sale

8. this is a wonderful exercise exclaimed the happy students please give us another one
Using Quotation Marks 2

Please punctuate these direct quotations. Also, add capitalization where needed.

1. Sylvester muttered to himself I really hate movies like this

2. what time is it asked Bertha

3. it's really hot today groaned the student

4. what is the baby's name asked the doctor

5. this class is never going to end muttered Sara sleepily

6. we're having a quiz next week announced the teacher be sure to study the chapter

7. this dress is perfect said the customer except that it's a size too small

8. where did I leave my keys muttered Stacy I know they're here somewhere

9. I told you shouted Barbara that you could not borrow my new Mercedes Benz

10. the show is over said the announcer everybody can go home

11. although we read the book said Barbara we were still confused on the test

12. the book was great said the critic but the movie was a waste of time
Welcome to the final exam! Please take your time, read each question carefully, and write as legibly as possible. Unless otherwise specified, each item is worth one point. Good luck!

Please identify the patterns for each sentence listed below. In addition, please label adjectives and adverbs. (Each element is worth one point.)

1. The fire chief gave the mayor a report after the fire.
2. Mr. Clark is sending the statement tomorrow.
3. Recently LaRhonda became the principal of a local school.
4. Mrs. Johnson appointed Sylvia trustee of her estate.
5. The winner of the lottery cried hysterically and hugged her husband.
6. The boxer looked strong and determined.

Each of the following sentences contains a pronoun. Please underline the pronoun and circle its antecedent.

1. The owners of the building sent their lawyer to the meeting.
2. Karen sent the letter herself.
3. The Perezes, who opened a business last month, hired a new clerk.

Circle the correct pronoun in the parentheses.

1. Martha and (he, him, himself) received a promotion this morning.
2. Mr. Kim sent Luis and (she, her, herself) a copy of the report.
3. The lead sales managers are Leandro and (I, me, myself).
4. Jim lives farther away than (he, him, himself).
5. Sandra and her assistant prefer to write the letters (theirselves, themself, themselves).
6. The customer (who, whom, that) was robbed seemed frightened and angry.
7. Our new supervisor could be Michael or (he, him, himself).
8. (Who, Whom) will you send to the conference next week?
9. The Kershwins sent (they’re, their, there) children to a new school.
10. Marlow, (who’s, whose) lawyer was at the meeting, is going to handle that case.
11. The actor (who, whom, that) we saw at the theater was smiling and excited.
12. The tiger was washing (it’s, its) leg.
Write the correct possessive pronoun in the blank. Spelling counts!

1. Neither of the teachers will allow _____________ students to leave early.
2. Everyone finished _____________ report on time.
3. The budget committee will send _____________ recommendations to the president.
4. Several of the students gave _____________ homework to the teacher.
5. Not one of the boys forgot _____________ lunch.

Please review each of the following sentences for subject-verb agreement. If the sentence has an error, please revise it.

1. Either of the doctors are able to work on Monday night.
2. Here is your new calendar and your new grade book.
3. The set of antique chairs and tables belong to Ms. Georgia Green.
4. Have either Gemma or her sister visited the doctor recently?
5. Next to the bus stop is a gas station, a car dealership, and a tire store.
6. Lupe, in addition to her neighbors, attend the neighborhood watch meetings.
7. Each of the three winners are willing to attend the award ceremony.

Please review the following sentences for pronoun agreement. If the sentence is correct, place a C in the blank. If the sentence has an error, please revise the sentence.

1. Each applicant must have a current resume. They should also have a letter of reference.
   
2. Joseph and his brother work for their father. He would rather work somewhere else.
   
3. My sister, she often forgets her keys to her office.
   
Please add periods, question marks, and exclamation points to the following sentences. In addition, capitalize where necessary.

1. Mr. Valdez teaches on Tuesdays at College of the Canyons in Valencia
2. Last September the professor let us read The Silence of the Lambs in our English 28 class
3. Were the Smiths driving north or south on the San Diego Freeway before the accident
Please answer the following questions.

1. Which of the following lists includes common **subordinating conjunctions**?
   a. and, but, or, nor, for
   b. although, because, since, if
   c. consequently, however, nevertheless
   d. which, that, who, whom, whose

2. Which of the following lists includes common **relative pronouns**?
   a. and, but, or, nor, for
   b. when, if, while
   c. furthermore, in addition, on the other hand
   d. which, that, who, whom, whose

3. Which of the following lists includes common **transitions**?
   a. and, but, or, nor, for
   b. because, whenever, although
   c. for example, furthermore, nevertheless
   d. which, that, who, whom, whose

4. Which of the following lists includes common **coordinating conjunctions**?
   a. and, but, or, nor, for
   b. since, as, before, while
   c. furthermore, in addition, on the other hand
   d. which, that, who, whom, whose

Which of these groups of words is a fragment? Please circle A or B.

a. The children went to the museum with their teacher.
b. Since Meredith is the new owner of the building.

The following paragraph has fragments. Please correct them by making appropriate changes above the lines. (3 errors--3 points)

Sandra went to the mall last night. Because she had to do her holiday shopping. The mall was loud. And very crowded. When Sandra was finished with her shopping. She drove home as fast as she could.

Please punctuate this direct, split quotation. Capitalize where necessary. (10 points)

1. this test is easy exclaimed Clara we covered all of these rules in class
Please review the punctuation in the following sentences. If the sentence has an error, please revise it. If it is correct, put a C in the blank.

1. Timothy had jury duty last month, he didn’t get assigned to a case.____
2. William and Karla visited relatives in St. Paul Minnesota last winter.____
3. Edie and Carl who won the competition received trophies and certificates.____
4. Although Leslie broke her bracelet the jeweler was able to repair it.____
5. Sally calls her mother whenever she needs advice about cooking.____
6. A terrible accident occurred on the freeway fortunately no one was badly injured.____
7. Enrique the owner of the building recently hired a new office manager.____
8. The class will begin on Saturday December 23 2008 at 6 p.m.____
9. The soccer player raced across the field dodged an opponent and scored a goal.____
10. The woman who fell from the ladder was taken to the hospital.____
11. The police officer conducted an investigation but was unable to make an arrest.____
12. Last night the little boy fell asleep while he was waiting for Santa.____
13. It seems to me Mrs. Gonzalez that this policy will be appropriate for you.____
14. After the instructor completed the lecture he answered questions from the students.____
15. Paul is always losing his keys so he is often late to work.____
16. Charles Logan my closest friend always visits my family during the holidays.____
17. Eva has been working hard on her project. Because she wants to turn it in early.____
18. We studied each of the punctuation rules carefully, the final was easy.____

Please define the following terms.

1. fragment________________________________________________________
2. sentence________________________________________________________
3. comma splice___________________________________________________
4. run-on__________________________________________________________
Please combine the following short ideas into one longer, correctly punctuated sentence.
(2 points each)

1. Mission College is building several new structures. Construction crews are working all around the campus.

2. Mr. Jones purchased a new computer system. Mr. Jones doesn’t know how to connect the printer.

3. Karen went to her optometrist to get new glasses. She didn’t like the selection of frames.

4. Laura recently decided to become a preschool teacher. Laura is attending child development classes at Mission College.

5. The students finished their final exam. Their teacher told them to enjoy a safe and happy holiday.
Welcome to the final exam! Please take your time, read each question carefully, and write as legibly as possible. Unless otherwise specified, each item is worth one point. Good luck!

Please identify the patterns for each sentence listed below. In addition, please label adjectives and adverbs. (Each element is worth one point.)

1. The little boy was chasing his sister around the park.
2. Two of the teachers gave their students a final review.
3. Lola Fuentes has been the manager of the department for years.
4. The loud band played for several hours at the restaurant.
5. The committee recently elected Ms. Padilla treasurer.
6. Janice’s sister seems cheerful and friendly.

Each of the following sentences contains a pronoun. Please underline the pronoun and circle its antecedent.

1. Travis is attending the conference, which will be held in Seattle.
2. The children painted the pictures themselves.
3. The lawyer sent his clients a reminder.

Write the correct possessive pronoun in the blank.

1. Each of the musicians played _____________ song.
2. Not one of the men could remember _____________ password.
3. The committee has submitted _____________ decision to the governor.
4. Everybody wants to donate _____________ time to the project.
5. Some of the winners placed _____________ photographs on display in the library.

Circle the correct pronoun in the parentheses.

1. Kendall and (he, him, himself) were hired this morning.
2. The team captain will be Martin or (she, her, herself).
3. The reporter interviewed the police officer and (I, me, myself).
4. Simon is taller than (she, her, herself).
5. Sam finished the project by (himself, hisself).
6. The candidate (who, whom, that) the newspaper recommended will speak to the press.
7. The project leaders were Swenson and (he, him, himself).
8. (Who, Whom) did the officer blame for the accident?
9. Linda, (who’s, whose) daughter was ill, sent her teacher an email.
10. I spoke to the students yesterday; (they’re, their, there) books were stolen.
Please review each of the following sentences for subject-verb agreement. If the sentence has an error, please revise it.

1. Each of my three supervisors are contributing to my evaluation.
2. There was a computer and a calculator for each employee.
3. A collection of antique shoes and hats are on display at the museum.
4. Is Dr. Lopez and the program director speaking at the seminar?
5. Near the highway is a coffee shop, a gas station, and a grocery store.

Which of these groups of words is a fragment?

a. Whenever a student is late to class.
b. Lee asked for a new computer.

The following paragraph has fragments. Please correct them by making appropriate changes above the lines. (3 errors--3 points)

The Lopezes decided to add on to their home. Because they needed more room. They went to their bank and applied for a loan. They spoke to a helpful loan counselor. Who gave them good advice. They starting their addition next month.

Please punctuate this direct, split quotation. Capitalize where necessary. (10 points)

1. the semester is over soon said the students we're looking forward to the holidays

Please add periods, question marks, and exclamation points to the following sentences. In addition, capitalize where necessary.

1. on january 12 the lopezes will be flying north to visit aunt imelda in oregon
2. does professor gomez teach french or italian on monday nights
3. last summer mr smith’s english 101 class read the last of the mohicans

Please answer the following questions.

1. Which of the following lists includes common relative pronouns?
   a. but, or, nor, for
   b. after, although, because, since
   c. consequently, however, nevertheless
   d. which, that, who, who
2. Which of the following lists includes common *subordinate conjunctions*?
   
a. and, but, or, nor
b. if, although, because, while
c. therefore, meanwhile, otherwise
d. which, that, who, whom

Please review the following sentences. If the sentence is correct, put a C in the blank. If the sentence contains a punctuation error, please revise the sentence.

1. Sam had trouble with his math homework so he asked his brother for help. ___
2. We saw *Happy Feet* which is a popular new movie last weekend. ___
3. The students studied these punctuation rules because they wanted to do well on the final. ___
4. The woman who saved the drowning child was interviewed on television last night. ___
5. Wilson Abraham the new manager of the bank gave the employees a welcoming speech. ___
6. Lupita wants to lose weight, she walks two miles every day. ___
7. Terry wrote the essay revised it carefully and handed it in before class. ___
8. Because the theater was closed we went to the baseball game instead. ___
9. Karen’s wedding will be on Saturday January 20 2007 at 6 p.m. ___
10. Patricia sponsored the new program but could not attend the orientation. ___
11. Pedro enjoys cooking for his family therefore he is planning a large holiday party. ___
12. Last year Kevin moved to Dallas Texas and bought a new house. ___

Please define the following terms.

1. fragment ________________________________
2. sentence ________________________________
3. comma splice ________________________________
4. run-on ________________________________
Please combine the following short ideas into ONE longer, correctly punctuated sentence. (2 points each)

1. Steven has been having terrible migraine headaches. Steven went to see his doctor last week.

2. Kenta wanted to give her husband an anniversary gift. Kenta made hotel reservations for a weekend in Las Vegas.

3. Joe went to the mall at the last minute. Joe could not find a gift for his girlfriend.

4. The famous novelist has released a new book this week. The novelist will appear at the local bookstore to sign books.

5. The students finished their final exam. The teacher wished them a wonderful and safe holiday.