**Grammar Editing**

**Instructions**:

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| Carefully read the text below, consisting of 12 lines, about (context). The first and last lines are correct. For eight of the lines, there is one grammatical error in each line. There are two more lines with no errors.  If there is no error in a line, put a tick (✓) in the space provided.  If the line is incorrect, circle the incorrect word and write the correct word in the space provided. The correct word you provide must not change the original meaning of the sentence.  Examples:  I arrived to my destination at 2 pm. …… at ……  My mother always wears sensible clothes. …… ✓ …… |

**Subject-verb agreement (singular / plural)**

**Pronouns**

**Personal pronouns**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. I |  |  |
| 1. You |  |  |
| 1. We |  |  |
| 1. They |  |  |
| 1. He |  |  |
| 1. She |  |  |
| 1. It |  |  |

**Relative pronouns**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. That |  |  |
| 1. What |  |  |
| 1. Which |  |  |
| 1. Who |  |  |
| 1. Whom |  |  |

Relative pronouns make up another class of pronouns. They are used to connect relative clauses to independent clauses. Often, they introduce additional information about something mentioned in the sentence. Traditionally, who refers to people, and which and that refer to animals or things.

The woman who called earlier didn’t leave a message. All the dogs that got adopted today will be loved. My car , which is nearly twenty years old, still runs well.

Whether you need commas with who, which, and that depends on whether the clause is restrictive or non-restrictive.

**Who vs. Whom — Subject and object pronouns**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. Who   (subject pronoun) | I, he, she, we, and they | When the pronoun is the object of a verb or preposition, the object form is the one you want.  Please mail it to I. 🗶  Please mail it to me. ✓  Ms. Higgins caught they passing notes. 🗶  Ms. Higgins caught them passing notes. ✓  Is this cake for we? 🗶  Is this cake for us? ✓ |
| 1. Whom (object pronoun) | me, him, her, us and them | comes before the verb or preposition that modifies it  Whom did you speak to earlier?  A man, whom I have never seen before, was asking about you.  Whom should I say is calling? |

One way to test whether you need who or whom is to try substituting a personal pronoun. Find the place where the personal pronoun would normally go and see whether the subject or object form makes more sense.

Who/whom did you speak to earlier? Did you speak to he/him earlier?

A man, whom I have never seen before, was asking about you. Have I seen he/him before?

Whom should I say is calling? Should I say she/her is calling?

If the object pronoun (him or her) sounds right, use whom. If the subject pronoun (he or she) sounds right, use who.

Henry is meeting Sarah and I this afternoon.

There are no secrets between you and I.

It doesn’t matter to him or I.

Henry is meeting I this afternoon.

No one keeps secrets from I.

It doesn’t matter to I.

In each of the sentences above, the pronoun I should be me. If you remove the other name or pronoun from the sentence, it becomes obvious.

**Demonstrative pronouns** – take the place of a noun or noun phrase that has already been mentioned

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| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. This | used for singular items that are nearby | Here is a letter with no return address. Who could have sent this? What a fantastic idea! This is the best thing I’ve heard all day. |
| 1. These | used for multiple items that are nearby  The distance can be physical or metaphorical | If you think gardenias smell nice, try smelling these. |
| 1. That | used for singular items that are far away | A house like that would be a nice place to live. |
| 1. Those | used for multiple items that are far away  the distance can be physical or metaphorical | Some new flavours of soda came in last week.  Why don’t you try some of those? Those aren’t swans, they’re geese. |

**Indefinite pronouns**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. One |  |  |
| 1. Other |  | It matters more to some than others. |
| 1. None |  |  |
| 1. Some |  | It matters more to some than others. |
| 1. Anybody |  |  |
| 1. Everybody |  | Everybody was late to work because of the traffic jam. |
| 1. Nobody |  | Nobody knows the trouble I’ve seen. |

Indefinite pronouns are used when you need to refer to a person or thing that doesn’t need to be specifically identified. Some common indefinite pronouns are one, other, none, some, anybody, everybody, and no one.

When indefinite pronouns function as subjects of a sentence or clause, they usually take singular verbs.

**Reflexive and intensive pronouns** – end in -self or -selves

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. Myself |  | I told myself it was nothing. |
| 1. Yourself |  | Did you yourself see Loretta spill the coffee? |
| 1. Himself |  | Henry cursed himself for his poor eyesight. |
| 1. Herself |  |  |
| 1. Itself |  |  |
| 1. Ourselves |  |  |
| 1. Themselves |  | They booked themselves a room at the resort. |
| 1. Yourselves |  |  |

Use a reflexive pronoun when both the subject and object of a verb refer to the same person or thing.

Intensive pronouns add emphasis.

**Interrogative pronouns** – used in questions

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. Who |  | Who wants a bag of jelly beans? |
| 1. What |  | What is your name? |
| 1. Which |  | Which movie do you want to watch? |
| 1. Whose |  | Whose jacket is this? |

**Possessive pronouns (limiting)**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. My |  | Just put me back on my bike. |
| 1. Your |  |  |
| 1. Our |  |  |
| 1. Their |  | The students practiced their presentation after school. |
| 1. His |  |  |
| 1. Her |  | Sarah is working on her application. |
| 1. Its |  |  |

**Possessive pronouns (absolute)**

|  |  |  |
| --- | --- | --- |
| Pronoun | Explanation | Example |
| 1. Mine |  | The blue bike is mine. |
| 1. Yours |  |  |
| 1. Ours |  |  |
| 1. Theirs |  | I practiced my speech and the students practiced theirs. |
| 1. His |  |  |
| 1. Hers |  | Are you finished with your application? Sarah already finished hers. |
| 1. Its |  |  |

limiting – used to show that something belongs to an antecedent.

absolute forms can be substituted for the thing that belongs to the antecedent.

Some possessive pronouns are easy to mix up with similar-looking contractions. Remember, possessive personal pronouns don’t include apostrophes.

**Articles**

|  |  |  |
| --- | --- | --- |
| Article | Explanation | Example |
| 1. A | The indefinite articles a and an are used to modify singular nouns. When using a plural noun, these two articles are unnecessary. Plural nouns can take either a definite article or no article at all.  Indefinite articles are used before nouns that are nonspecific within their class. | I bumped into a lady on the sidewalk.  (We do not know from this statement who specifically this lady is. We only know generally that the person is a lady.) |
| 1. An |  |  |
| 1. The | The definite article is the word the. It precedes a noun when something specific (i.e., definite) is being referred to. | The phone is ringing. |

Plural nouns can be used with the definite article or no article at all; to use an indefinite article would be incorrect.

I have a books in my locker. 🗶

I have books in my locker. ✓

I have the books in my locker. ✓

It is also unnecessary to use an indefinite article if there is an adjective in front of a plural noun.

When he is in public, he does an embarrassing things. 🗶

When he is in public, he does embarrassing things. ✓

When he is in public, he does an embarrassing thing. ✓

When selecting courses, there are a many options to choose from. 🗶

A is not necessary in this sentence and should be removed. However, if you want to refer to the specific quantity of options, the sentence can be rephrased to use the definite article the with a plural noun:

You may select courses from the many options available.

**Word form**

|  |  |  |
| --- | --- | --- |
| Word form | Explanation | Example |
| Noun |  |  |
| Verb |  |  |
| Adjective |  |  |
| Adverb |  |  |

**Tenses**

**Present tenses**

|  |  |  |
| --- | --- | --- |
| Tense | Explanation | Example |
| Simple present |  |  |
| Present perfect |  |  |
| Present continuous |  |  |
| Present perfect continuous |  |  |

**Past tenses**

|  |  |  |
| --- | --- | --- |
| Tense | Explanation | Example |
| Simple past |  |  |
| Past perfect |  |  |
| Past continuous |  |  |
| Past perfect continuous |  |  |

**Future tenses**

|  |  |  |
| --- | --- | --- |
| Tense | Explanation | Example |
| Simple future |  |  |
| Future perfect |  |  |
| Future continuous |  |  |
| Future perfect continuous |  |  |

**Conjunctions**

|  |  |  |
| --- | --- | --- |
| Conjunction | Explanation | Example |
| But |  |  |
| Although |  |  |
| Because |  |  |
| And |  |  |
| While |  |  |
| Despite |  |  |
| Yet |  |  |
| However |  |  |

**Prepositions**

|  |  |  |
| --- | --- | --- |
| Preposition | Explanation | Example |
| For |  |  |
| By |  |  |
| In |  |  |
| To |  |  |