

Welcome to

Grammar

Q
S
A

1. (Regardless, Irregardless) of what you say, I am correct.
2. The boy went home and (lay, laid) down.
3. What is the (capital, capitol) of Alaska?
4. I think it is (all right, alright) to begin now.
5. He (implied, inferred) that he passed the test because he had completed the OSA course.
6. He can throw a ball (further, farther) than anyone else.
7. I ordered new (stationery, stationary).

8. The store lost (its, it's) lease so (its, it's) holding a big sale.
9. The value of houses and apartments (has, have) increased.
10. The president, as well as the senators (is, are) here.
11. Everyone here (is, are) a good student.
12. Neither (was, were) correct.
13. Nobody brought (his, her, their) lunch.
14. Please keep this between you and (me, I).

15. Mary is a better player than (I, me).
16. (Who, whom) did you call?
17. (Who, whom) is calling?
18. They gave the assignment to Joe and (me, myself).
19. A large piano was purchased by a woman with three legs.
20. I saw you shoveling snow through my window.
21. We rented a house for a family of four with a yard.

22. Lets get hot dogs at the ballpark for lunch.
23. Mark enjoys his work as a contractor and going to ball games.
24. Poor writing costs money wastes time and customers feel alienated.
25. Drain the apples, boiling the juice, and you should store the syrup in a cool place.
26. Math, English and History were my favorite subjects.
27. After studying for several weeks I faced the exam with confidence.

28. Avoid commas, that are unnecessary.
29. It may rain today take your raincoat.
30. Let's have hamburgers I'm tired of hot dogs.
31. The staff (is/are) ready for the meeting.
32. The United States is in North America.
33. (Whose, Who's) watching TV.
34. (Whose, Who's) book is this?

Thirty-eight years on the same spot. (Dry cleaning store sign)

Mrs. Jones has not had any clothes for a year and has been visited regularly by the clergy. (Sign in church)

Salad a firm's own make; limpid red beet soup with cheesy dumplings in the form of a finger; roasted duck let loose; beef rashers beaten up in the country people's fashion. Warsaw, Poland—Hotel's restaurant

STIFF OPPOSITION EXPECTED TO CASKETLESS FUNERAL PLAN (Headline)

MEAT HEAD FIGHTS HIKE IN MINIMUM PAY (headline)

Not to perambulate the corridors in the hours of repose in the boots of ascension. (Austrian ski lodge)

Man wanted to work in dynamite factory. Must be willing to travel. (Want ad)

Mixing bowl set designed to please a cook with round bottom for efficient beating. (Classified—very classified)

Conjunctions

Introduce Clauses

and

as

because

but

since

when

who

why

while

Clauses

Dependent clauses are often introduced by: although, because, if, after, thus, since, for, or.

Before I left the house

Since the class was canceled

If we arrive on time

Because we studied hard

**How to cook
crack and clean
a crab**

Use Commas

Commas

After a long introductory phrase:

*After sitting in the office
all day I enjoy walking
home.*

In a series of three or more:

*John, Paul, George, and
Ringo were all on stage.*

Using Quotes

“The only thing we have to fear is fear itself.”

Roosevelt said, “The only thing we have to fear is fear itself.”

In FDR’s inaugural address he announced, “The only thing we have to fear is fear itself.”

Using Quotes *Continued*

Do you remember when George Herbert Walker Bush said, “read my lips, no new taxes”?

He announced, “The end of the Pledge Allegiance reads ‘freedom and justice for all.’”

Periods and Commas (not comas)

Periods and commas go
inside quotation marks.

Ed said, “periods and
commas go inside the
quotes.”

Participants described this
training as “energizing,”
“memorable,” and “challenging.”

Colons and Semicolons

Colons and semicolons go outside quotation marks.

Did he say, "I want pizza for lunch"?

She says, "I want pizza for lunch"!

Parentheses and Periods

When part of a sentence falls inside parentheses and part falls outside, the period goes outside.

When a whole sentence falls inside parentheses, the period goes inside.

Trivia

In Western Union telegrams the word **STOP** was often used in place of a period. Why?

It cost extra for punctuation,
not extra for four letters.

The Sic

sic erat scriptum, "thus was it written")

He wrote to me, "I has [sic] to
get it done as soon asp [sic]
possible."

Ellipses

or dot, dot, dot

I pledge allegiance to the
flag of the United States of
America and to the republic
for which it stands, one
nation...indivisible with
liberty and justice for all.

Ellipses

or dot, dot, dot, dot

“[W]e...highly resolve
that these dead shall
not have died in vain—
that this nation, under
God, shall have a new
birth of freedom....”

Frequently Misused Words

Affect/Effect

Among/Between

Continual/Continuous

Disinterested/Uninterested

Eager/Anxious

Less/Fewer

Than/Then

That/Which Which is used when it precedes a prepositional phrase

i.e./ e.g.