

ENGLISH 101 &102--SENTENCE STRUCTURE *FUNDAMENTALS* (I.E. NUTS-N-BOLTS)

L. Donath

Chapter 17 How do you Construct Effective Sentences ?

pp 257-302 \*(See especially *faulty complements 258, subordination 287, parallelism 292*)

Mechanics (and more) for Standard American Written English

\*This handout references the *Scott/Foresman Handbook for Writers*

Many chapters are only a few pages long; scan them for right vs. wrong examples.

- **Avoiding faulty complements:** p258 for further explanation.

X                   The negative attitudes of the senior staff *intimidated* the **enthusiasm** of the volunteers.  
The negative attitudes of the senior staff **dampened** the **enthusiasm** of the volunteers.

X                   **Plagiarism** is *when* a writer doesn't credit her source.  
**Plagiarism** is the failure to credit a source.

- **Parallelism:** pp 292-297

X                   When you open a new computer program, it's easy to feel overwhelmed by the interface, frustrated by the vague documentation, and **not know what to do next**.  
When you open a new computer program, it's easy to feel overwhelmed by the interface, frustrated by the vague documentation, and **confused about what to do next**.

- **Varying sentence structure/length:** (Expanded simple: pp 280-281).

(Compound and complex: pp 262-90, 323-27).

- **\*\*Pronoun Reference, Agreement** Ch 26, 27 X **An American** always takes it for granted that government agencies will help **them**.

- **\*\*Pronoun Case** Ch 28, 29

X Josh will bring two cans of soda for **you and I**.      X She scratched **it's** ear.  
X **Whom** wrote this report?                                      X Jeb wrote the letter **hissself**.

- **\*\*Modifiers** (Adjectives, Adverbs, Double Negatives and more) Ch 30

X She feels **badly** about it.

Punctuation

- **\*\*Fragments, Comma splices.** pp 547-552, pp 552-575

- **\*\*Run-ons.** pp 556-558

- **\*\*Commas** (Ch 36) 559-575 (\*\*See especially: unnecessary commas p569:

X Journalists, who say they are dedicated to community service, often have political agendas of their own.