## Worksheets Lecture: The Web of Words

#### Recommended bibliography

- Vince, Michael. *Macmillan English Grammar in Context, Intermediate with key.* Macmillan. 2007 (library)
- Murphy, Raymond. English Grammar in Use. (library)
- Davis, John F. A Crash Course in English Grammar. Klett. 2000
- Gräf / Späte. Kurze Englische Sprachlehre. Volk und Wissen 1981.

Additional exercises mentioned in these worksheets refer to Macmillan English Grammar in Use, Intermediate. (abbrev. Macmillan: )

#### 1 Sounds and Stress

#### 1.1 Match the words to the sound symbols. Refer to the underlined letter.

[æ]	,	f <u>i</u> rst, <u>th</u> is, o <u>th</u> er, univ <u>e</u> rsity, <u>a</u> nt, wor <u>th</u> , ,
[ <del>0</del> ]		think, refectory, version, method, master,
[ð]		can, bachelor, engineering, black, joke,
		thing, age, jeans, sandwich, weather, refer,
[dʒ]		thanks, emergency, number, giant, thin,
[θ]		challenge, hand, gene,
[3:]		
[ð] [dʒ] [θ] [ɜ:]		thing, age, jeans, sandwich, weather, refer, thanks, emergency, number, giant, thin,

## 1.2 Mark the correct stress of the words. Sometimes you have more than one chance. Mind the difference.

• student, research, science, applied, dormitory, catastrophe, increase, equipment, available, alternative, interesting, idea, postgraduate, unhappy, illegal, afternoon

## 1.3 Fill in the words in correct English spelling.

Undergraduates at Oxford	
One of the many əd'vα:ntidʒız of stud	ying at Oxford is the
opportunity to ın'dʒɔı the benefits of	a lα:d <u>3</u>
international University whilst living in a small	ler college community. Your
college will be ðə focus of your ,ækə'demık	life, where you will
ə'tend weekly meetings, called tju:'tɔ:rıəls	, for most of your
taim in Oxford. Your college will also	provide ju: with

ə,kɔmə'dei∫n	and food æt re	easonable prices, as well as being			
the 'sentə for yo	ur social life, offering ,e	entə'teınmənt, sports,			
		vents. Even in 'lα:dʒə			
colleges, friends are mei	a quickiy	and there are 'meni			
opportunities to be involv	ed in college life in a ve	oʻraiətı of ways.			
(adapted from: www.ox.ac.co.uk)					
1.3 Phonetic symbols					
consonants	vowels	diphtongues			
<ul> <li>/ʧ/ cheap</li> <li>/ʤ/ jeep</li> <li>/ŋ/ bang</li> <li>/θ/ thin</li> <li>/ð/ then</li> <li>/z/ zap</li> <li>/ʃ/ she</li> <li>/ʒ/ measure</li> </ul>	<ul> <li>/I/ bid</li> <li>/u/ good</li> <li>/e/ bed</li> <li>/// bud</li> <li>/æ/ bat</li> <li>/p/ pot</li> <li>/3:/ bird</li> <li>/2:/ bought, boar</li> <li>/a:/ father, bard</li> </ul>	<ul> <li>/eI/ bay</li> <li>/ɔI/ boy</li> <li>/əu/ so</li> <li>/aI/ buy</li> <li>/au/ cow</li> <li>/Iə/ beer</li> <li>/3ə/ bear</li> </ul>			
2.1 Fill in the correct form of an auxiliary verb (be, do, have)  Sometimes they are used as full verbs.  you ever heard the sad story of the clever student and the poor professor?  Or it the other way round?  The student reading his e-mails when the professor asked him a question.  He not know what to answer, because he absent- minded. So what?  "n't do it again", said the professor to him. The student couldn't help smilling and  not stop reading the mails. Suddenly, the professor an idea. While he talking to the students he went to his PC, opened his mail composer and sent a message to the student. The student reading his mail, and a new message came in. "Be alert!  There a virus coming with this message. It will flashing into your eyes and make you blind. You a 30 sec chance to shut down your PC to prevent this virus from activated."  Well, the student not realise that it had a warning by his professor, so he did					
	what he asked to do. And now the professor smiling.				

#### 2.2 Modals

Transfer this text into the past tense.

The fuel cell can help to save energy in many ways. It may be used in a variety of fields. You only need hydrogen and some chemicals to generate electricity. You don't have to pollute the air with a lot of smoke and other substances. You should know on the other hand that it will take some time to build really efficient and cheap fuel cell generators. Most cars must use petrol or diesel for their engines, but the time will come when we have many fuel-cell-driven cars on the roads.

#### 2.3 Translate

#### Vom Gerät, dem Studenten und dem Professor ...

- 1. Das Gerät war nicht an seinem Platz.
- 2. Der Techniker konnte das Gerät nicht finden.
- 3. Der Student durfte das Gerät nicht benutzen.
- 4. Das Gerät sollte aber an seinem Platz sein.
- 5. Der Prof braucht das Gerät in der nächsten Vorlesung.
- 6. Der Student braucht das Gerät nicht zu suchen.
- 7. Der Student mußte das Gerät nicht suchen.

Macmillan: Units 22-26 pp. 86-102.

#### 2.4 Tricky bits with phrasal verbs

- 1. If you don't know the meaning of his word, look it (up/after/for/at) in the dictionary.
- 2. For the purpose of this study you need to look (at/in/into/down) this matter.
- 3. They could not reach an agreement, so the meeting was put (up/ off/ back/ down).
- 4. Put (at/up/down/off/ in) your name here.
- 5. This company needs new staff quickly. So they take (at/in/on/upon) almost every applicant.
- 6. The engineer must look (at / of/ in/ back/ forward/ after) this machine, because it doesn't work properly.

Macmillan units 43, 44, pages 168-172.



#### 2.5 Present Tenses

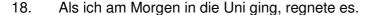
Simple or progressive? Circle the correct version.

- 8. The sun rises / is rising early in summer.
- 9. I do / am doing an interesting experiment. Don't disturb me.
- 10. The professor always makes / is always making silly jokes.
- 11. Technical English is / is being difficult.
- 12. What a noise! They are reconstructing / reconstruct the building.
- 13. I've just checked the schedule. We change / are changing rooms tomorrow.
- 14. The university of applied sciences lies / is lying on a river.
- 15. The student cheats / is cheating when the prof catches / is catching him.
- 16. The prof to an inattentive student: "Are you sleeping well?" "Do you sleep well?"
- 17. He frequently uses / is using the net for information exchange.

#### Macmillan units 1,2 pages 6-13.

#### 2.6 Past Tenses

## Simple or Progressive ? Translate.



- 19. Wir hatten Elektrotechnik in der ersten Vorlesung.
- 20. Während der Prof über magnetische Felder sprach, ging plötzlich das Licht aus.
- 21. Keiner wusste, warum dies geschah.
- 22. Das das auch immer in E-Technik passieren musste!
- 23. Aber der Prof ließ nicht beeindrucken und machte einfach im Dunkeln weiter.
- 24. Manche schliefen sogar, während der Prof uns mit Feldlinien und Formeln beeindruckte.

#### 2.7 Past Tense or Present Perfect?

Fill in the correct form of the verb given.

25.	I [miss]	the lect	ure this morning.
26.	Computers [be help	oful] always_	for people.
27.	John [study]		mechanical engineering for three semesters.
28.	The engineer [chec	:k]	the machine last Friday.
29.	BMW [sell]	Rover some	e time ago.



30.	The car doesn't work. Do	o you know who [repair]	it?
31.	Porsche [produce]	a lot of fabulous cars.	
32.	The students [do]	this experiment a week ago.	
33.	This coil [work]	for such a long time now.	

#### 2.8 Tense Mix Translate

- 34. Mein Bruder interessiert sich schon seit vier Jahren für Mathematik.
- 35. Er konnte schon Zahlen lesen, bevor er laufen konnte.
- 36. Wenn ich eine Gleichung nicht lösen kann, brauche ich nur ihn zu fragen.
- 37. Es freut sich zum Beispiel wochenlang auf neue Aufgaben, die ihm sein Computerprogramm stellt.
- 38. Nur letzten Donnerstag hatte er keinen guten Tag.
- 39. Er sollte eine komplizierte Aufgabe lösen, hat aber keine elegante Lösung gefunden.
- 40. Nun denkt er immer noch nach.
- 41. Hoffentlich ist er bald damit fertig. Langsam wird es nämlich stressig für die Familie.
- 42. Wissen Sie auf Anhieb, was 3<sup>4</sup> ist? Nein?
- 43. Mein Bruder braucht dafür nur eine Sekunde: 81.

44.

 $\infty$   $\sum$   $\Delta$   $\frac{1}{8}$   $\Omega$   $\geq$   $\approx$   $\frac{1}{8}$ 

#### Macmillan units 3-8, pages 14-35

#### 2.9 Future Concepts

# Find out what concept is used in the following sentences and what this concept expresses.

Planning to be an inventor

- 45. My friend Charles will be an inventor.
- 46. He is going to study mechanical engineering.
- Next week Charles is applying at the Jena University of Applied Sciences.
- 48. One day he will have completed his course of studies and got his degree.
- 49. He wants to invent a special helicopter.
- 50. Therefore, he is also going to learn to fly.
- 51. He says he will need this feeling.
- 52. Well, I will see how successful he might by one day.
- 53. Anyway, on 4 October his courses start.

#### 2.10 Choose the correct future form.

- 1. Do you know when the maths class starts/ will start / is starting tomorrow?
- 2. I believe we need / will need / are going to need a lab coat for the chemistry lab session.
- 3. John says that he will never learn / is never learning/ never learns Latin.
- 4. The dean is coming / will come / is going to come to see us in the lecture next Thursday.
- 5. What do you think? Are we writing / Do we write / Will we write/ Shall we write the lab report right after lunch?
- 6. Will the exams be easy? Are the exams being easy? Are the exams easy? Are the exams going to be easy?
- 7. "The lecture begins / is beginning / will begin 7:15 Saturday morning."
- 8. "Oh, but not for me!"

#### Macmillan units 9, 10 pages 36-43.

#### 2.11 Tense Mix II Translate

- 54. Wann hast du mit dem Studium begonnen?
- 55. Seit wann studierst du Augenoptik?
- 56. Wann wirst du dein Studium beendet haben?
- 57. Welche Vorlesungen hast du Mittwoch morgen?
- 58. Wo willst du dein Praktikum absolvieren?
- 59. Hast du schon lange English gelernt, bevor du mit dem Studium hier angefangen hast?
- 60. Welche Fächer hattest du nur im ersten Semester?
- 61. Hast du in der Industrie gearbeit, als du studiert hast?
- 62. Hilft dir der Prof, wenn ihr Experimente macht?
- 63. Hast du jemals an ein Auslandspraktikum gedacht?
- 64. Welche Prüfungen werden die schwersten sein?
- 65. Hast du das Gefühl, das du jetzt endlich die Grammatik verstehst?
- 66. Wann endet das Sommersemester?

#### 3 Nouns

## 3.1 Decide which word needs to be written with a capital letter. Mark the letter.

- 67. The most exciting place I ever visited was africa.
- 68. We went to see my mother for the easter holidays.
- 69. It was monday when i met john.
- 70. Does she speak french?
- 71. When did you start to study biochemistry?
- 72. Mount everest is the highest mountain in the world.
- 73. On Tuesday we had maths, english and german literature.
- 74. Next year tim is going to spend christmas in paris.
- 75. Queen victoria is still popular today.
- 76. From february to july she stayed in europe.



## 3.2 Gender

#### Fill in a correct pronoun.

- 77. Have you seen the <u>Jaguar</u>? \_\_\_\_ is really fantastic.
- 78. The Lupo is a very small car, but is very economical.
- 79. Did you see the Millers? No, \_\_\_ had gone out.
- 80. Susan loves her <u>cat</u> very much. \_\_\_\_ is her favourite pet.
- 81. Have you ever been stopped by the <u>police</u>? Yes, \_\_\_ caught me once.
- 82. Are you pleased with your new <u>computer</u>? Oh no, causes me a headache.
- 83. I have been studying at this <u>university</u> for three months. \_\_\_\_ is a good place to study.
- 84. Two cups of tea please, \_\_\_ with sugar and \_\_\_\_ without.
- 85. Jim got a new <u>DVD-player</u>. \_\_\_\_ was really expensive.

### 3.3 Plurals

#### Check the sentences and mark the plural forms. Correct when false.

- 86. Engineering has always been a field for men.
- 87. Hardly ever you find womens in these jobs.
- 88. People don't even wonder, they accept it.
- 89. Among the great scientist in the world you find a lot of female researchers, too.
- 90. Marie Curie's analysises brought a new development in physics.
- 91. She had to consider a lot of criterias in her investigations.
- 92. Many people feel that animals are treated badly by researchers and they fell sorry for all those mice, rats, sheeps, and guinea pigs in the laboratorys..

#### 3.4 Count vs Uncount

#### Tick the correct sentences:

93. The professor gave me some good 108. My hair grows fast. advices. 109. My hair grow fast. 94. My hairs grow fast. The professor gave me a good 110. 111. The jeans is expensive. advice. 95. The professor gave me some good 112. The jeans are expensive. advice. 113. The jeans' are expensive. 96. The news was really bad yesterday. 114. My data is stored on a CD. 97. The news were really bad yesterday. 115. My data are stored on a CD. 98. The piece of news was really bad 116. My datas are stored on a CD. yesterday. 117. You need a compasses to draw a 99. I haven't got much money. circle. 100. I haven't got many money. You need compasses to draw a 118. 101. I haven't got much moneys. circle. 102. The student made a lot of 119. You need a pair of compasses to draw a circle. progresses. The PC can process a lot of 103. The student made a progress. 120. 104. The student made progress. information. 105. Genetics is very important today. 121. The PC can process information. 106. Genetics are very important today. 122. The PC can process a lot of 107. Genetic is very important. informations.

### Macmillan units 27, 28 pages 106-113.

3.5 Fill in:	much - ma	ny - few -	little - more	- a lot of	- fewer -	less.

123.	The professor asked the students questions.
124.	Only a students failed the exams.
125.	Some of them need to spend time on their preparation.
126.	He earned only a money for his patent.
127.	When I'll start my courses I'll have even time than now.
128.	Wait. It'll take a minutes.
129.	She had jobs before she found the right one.
130.	That was only help!
131.	Despite his efforts he got even information from the clerk than he had
	expected.

3.6 m	nuch, many, little, few, etc
Comp	plete the sentences:
132.	One negative thing about the meeting is that we had opportunities to say
	anything.
133.	Thankfully, there is danger of an earthquake in Germany.
134.	The experiment will be over within a minutes.
135.	There are not elephants left on our globe.
136.	How energy does the system consume in one hour?
3.7 O	dd man out
137.	Few things engines informations subjects
138.	Less data energy memory hour
139.	Much work water computer space
140.	Fewer employees courses trainings labs
Macn	nillan units 29,30,31,32,33 pages 114-133.
141. 142.	Bob has bought a new PC, but John's PC is even _[neuer]  The memory space of this computer is rather large, still I need a [größere]
	one.
143.	Do you know if there is a processor that runs _[schneller] that one?
144.	The output quality of this equipment is really bad, have you ever seen a[schlechteres] image?
145.	This is the[ergonomisch] keyboard I have ever heard of.
146.	Second hand computers are usually[billiger] than new ones.
147.	The CD-Rom is one of the _[nützlichste]inventions of the last 30 years.
148.	This data bank system is difficult, but I am able to deal with _[schwierigere] ones.
149.	Has your keyboard got[mehr] function keys than Pete's?
150.	But there is [viel mehr] than learning all the time.
151.	I like biology [am meisten].
152.	This question is [am wichtigsten].
153.	PCs make the work [leichter] in every company.
154	It is [bequemer] to travel by bus or train

#### 4.2 Arrange the comparisons:

155.	In the town Jena which has1	00000 inhabitants, one fifth of the population
	are students. [mehr als]	
156.	Theexperiment was the	[letzte, interessanteste]
157.	Copper and aluminium are two conduc	cting materials, [eines mehr als das andere].
158.	I am not using the computer	the computer is switched on. [so oft wie]
159.	In the 70s more people used the bus _	in the 50s. [als]
160.	A bike is a bus. [nicht s	o schnell wie]

#### 4.3 Translate:

- 161. Mit dem neuen Textverarbeitungsprogramm kann man viel mehr machen als mit dem alten.
- 162. Kennen Sie schon die neuesten Entwicklungen auf diesem Gebiet?
- 163. Dieser Prozessor ist genauso schnell wie jener.
- 164. John ist der intelligenteste von uns allen.
- 165. English gehört zu den leichtesten Sprachen, die man schlecht sprechen kann. Aber es ist die schwierigste, wenn man sie richtig benutzen will.
- 166. Ich glaube, das ist die einfachste Lösung.
- 167. Je höher die Taktfrequenz, um so schneller der Rechner oder nicht?
- 168. Man braucht weniger Kenntnisse als man glaubt für dieses Problem.
- 169. Ich war mit meinem Apple nicht so zufrieden wie mit meinem IBM- Rechner.

#### Macmillan units 35,36,37,38 pages 138-151.

#### 4.4 Spot the mistakes and correct if necessary:

- 170. In the year 1950 mostly people traveled by bus or by bike.
- 171. It increased extremely in the following year.
- 172. After you have well prepared you can continue with the experiment.
- 173. The equipment at the lab is very well.
- 174. I told you before that our timetable was fully packed.
- 175. Jena is well known for its planetarium.
- 176. Fortunate, my friend can help me
- 177. The lab is good equipped.
- 178. In the year 2005 we live in a very fast and high developed society.
- 179. The computers are a basically part of our lives.
- 180. The number of cars increase rapid.

#### 5. Prepositions in Phrases

#### 5.1 Spot the mistakes or interpret the meaning.

- 181. What are you interested for?
- 182. What are you interested in?
- 183. She is good at physics.
- 184. She is good in physics
- 185. We ordered the spare parts a week ago.
- 186. We ordered the spare parts for a week.
- 187. This site has been under construction since a week.
- 188. This site has been under construction for a week
- 189. He took the thermometer from the shelf.
- 190. He took the thermometer of the shelf.
- 191. The temperature rose for 2K.
- 192. The temperature rose by 2K
- 193. This motor consists from many parts.
- 194. This motor consists of many parts.

## 5.2 Fill in the necessary prepositions.

in by of in with on from



	Can you imagine living a world without computers? They have
	become part our everyday lives such as electric current
	automobiles and other technical devices. We visit shops, offices and
	restaurants that have been designed the help of computers, we
	read books, newspapers and magazines that have been produced
computers, we pa	y bills that have been prepared computers and get our money
'computers th	e wall'. Just making a flight reservation involves a highly sophisticated
computer system.	

#### 5.3 Translate

- 195. Holen Sie mir bitte das Messgerät aus Labor II.
- 196. Tragen Sie sich in die Liste ein.
- 197. Sie können dieses Experiment in der Chemievorlesung beobachten.
- 198. Bringen Sie Ihre Taschenrechner mit.
- 199. Das klingt auf Englisch komisch.



- 200. Die Dampfmaschine wurde von James Watt erfunden.
- 201. Gehen Sie schnell aus dem Labor.

#### 5.4 Check the prepositions that combine with these verbs:

202.	consist	(bestehen aus)
203.	differ (	sich unterscheiden von)
204.	depend	(abhängen von)
205.	approve	(billigen, zustimmen)
206.	insist	(bestehen auf)
207.	fail	(durchfallen in)
208.	believe	(glauben an)
209.	concentrate	e (konzentrieren auf)
210.	succeed	(Erfolg haben bei)
211.	account	(gelten als, ausmachen)

#### Macmillan units 39, 40, 41 pages 152 - 163.

### 5.5 Phrases Mix - Improve

- 212. He can English.
- 213. They discussed about the application.
- 214. The university has the most labs on the ground floor.
- 215. Unfortunately they failed in many exams.
- 216. The basic biology is easy.
- 217. Many course require more efforts than the basic mathematics I learned in school.
- 218. This question is most interesting one.
- 219. The most interesting questions were asked at the meeting.
- 220. Most interesting questions were put forward to him.
- 221. The dean of the department of Medical Engineering met with the students.

#### 6 Clauses and Sentences

#### 6.1 Arrange the words in correct order to form meaningful sentences

- 222. The / is / heart / every / of / computer/ the / CPU.
- 223. . The / speed / processor / the last years/ has/ tremendously / increased / over.
- 224. . had / Bill Gates / at the / the / right / right / time / idea
- 225. graphical / interfaces / many / people / prefer / user
- 226. . amounts / can / CD-ROMs / data / large / of / store

227.	? How many / instructions / the processor / can / execute / per second			
228.	? Where / this cable / I / plug / must / in			
229.	? Can / recommend /of excellent quality / you / a plotter			
6. 2 (	Combine the clauses with the help of transition words or prepositions.			
230.	I want to buy a new PC my old one is too slow.			
231.	John will solve the equation quickly tell you the result.			
232.	The student was late for the lecture he did not apologize.			
233.	she had passed all tests they had a great party.			
234.	The car did not work a lack of petrol.			
235.	They had a long discussion and they all agreed on his proposal.			
236.	the course sounded very promising he began to study mechanical engineering.			
237.	The course sounded very promising,, he underestimated its demands.			
238.	Students like it, it's a good alternative to the lectures.			
239.	writing their theses they will get a job in Germany or abroad.			
		•••••		
Cond	litional Sentences:	75		
	Fill in the verbs given in brackets in the correct form.	+		
240.	If Pete [pass] the tests, he will get his driving licence soon.	lf + would		
241.	I would rather go to Prof X if I [be] you.	20		
242.	The engine would have gone into mass production, if the costs [be]lower.	$=$ $\beta 1$		
243.	If you press this key, the computer [alter] the symbols.	i al		
244.	If you need help with your program , [press] the F1 key.	lm		
245.	If I had another chance, I [buy ] a PC with another motherboard.	Š		
246.	The student would not give up, unless he [solve] the problem.	t <sub>i</sub>		
247.	As long as the program has so many faults I [not buy] it.	most impossible		
		SSO		
6.4 Fi	ill in suitable words	4		
248.	If your thesis is good enough, you to the university as a postgraduate.	10		
249.	If you pass all exams, you to major in more specific areas.	•••••		
250.	If you hard, you would graduate well.			
251.	If you this, you could do the experiment.			
252.	You would have to leave the lab if youto answer the questions.			
253.	We couldn't start measuring unless the circuit correctly.			
Macn	nillan units 18, 19, pages 70-77.			

6.5	Relative clauses. Decide on the correct pronoun. Leave it out when possible.
254	. This is the maths book the professor recommended last Friday.
255	. My pocket calculator has always been reliable suddenly broke down.
256	. Everything I know of mechanics is that it is a dirty work.
257	. About 5 years ago my brother opened a garage has been very successful eve since.
258	
259	. It was the time most of my course mates were on holiday.
260	. Do you know a place we could spend our honeymoon?
261	. There are so many subjects and coursesyou have to pass.
6.6	Look at the two sentences and combine them with the help of a relative clause.
262	. Everybody can use the internet. People have computers and telephone lines.
263	. My dream is a multifunctional system. It involves all electrical devices in an entertainment system.
264	. Every student gets three questions. He has to answer the questions.
265	. It's a new place of education. Here the practical work is a major issue.
266	. There are many bacteria on the earth. Many bacteria need high temperatures.
6.7	Translate into good English:
267	. Die Praktika, die mir am besten gefallen, sind die Elektrotechnikpraktika.
268	. Alle Dinge, die sie brauchen, finden sie am Arbeitsplatz.
269	. Jeder Student bekommt drei Fragen, die er beantworten muss.
270	. Ich denke, dass Internet ist das beste Medium, das wir jemals hatten.
271	. Hier bekommen Sie alle Informationen, die sie suchen.

Macmillan units 46,47, pages 180-187.

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### Important Grammar Rules

- 1. Don't abbrev.
- 2. Check to see if you any words out.
- 3. Be carefully to use adjectives and adverbs correct.
- 4. About sentence fragments.
- 5. When dangling, don't use participles.
- 6. Don't use no double negatives.
- 7. Each pronoun agrees with their antecedent.
- 8. Just between you and I, case is important.
- 9. Join clauses good, like a conjunction should.
- 10. Don't use commas, that aren't necessary.
- 11. Its important to use apostrophe's right.
- 12. It's better not to unnecessarily split an infinitive.
- 13. Never leave a transitive verb just lay there without an object.
- 14. Only Proper Nouns should be capitalized. also a sentence should.
- 15. begin with a capital and end with a period
- 16. Use hyphens in compound-words, not just in any two-word phrase.
- 17. In letters compositions reports and things like that we use commas
- 18. to keep a string of items apart.
- 19. Watch out for irregular verbs which have creeped into our language.
- 20. Verbs has to agree with their subjects.
- 21. Avoid unnecessary redundancy.
- 22. A writer mustn't shift your point of view.
- 23. Don't write a run-on sentence you've got to punctuate it.
- 24. A preposition isn't a good thing to end a sentence with.
- 25. Avoid cliches like the plague.