

# **GED**

**Exam GED-Writing** 

**GED Essay Writing Exam** 

Version: 6.0

[ Total Questions: 300 ]

#### Question No: 1

### -- Exhibit-

Cassandra Marcus Editorial Page Editor <u>The Medford Chronicle</u> 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

(B)

(4) I am amazed you would support the city councils plan to widen Sycamore Street and turn it into a highway, a plan that will lead to much unhappiness and bear much criticism. (5) Medford have always been a safe, quiet town with very little traffic. (6) It will change the quality of life in Medford with the proposed shopping mall. (7) Our town will never again enjoy the advantages of being a tightly-knit community. (8) We will no longer be a place where all of the residents knew the business owners personally.

(C

(9) In addition to these problems, the proposed mall could have even more serious consequences. (10) Many of our local businesses are already struggling to survive, this plan may put those places out of business altogether. (11) Are the people of Medford ready to see Marvin's Hardware, whose owners have been in the same location for more than seventy-five years, dessert its location forever? (12) Do we want to loose our local shoe, clothing, and variety stores?

(D)

(13) Ms. Marcus, I do not understand your decision to support the changes that this mall will surely bring to Medford. (14) You have great influence in this community. (15) Please reconsider your position. (16) Support those of us who want to keep our town quiet and local merchants in business.

Sincerely, A.D. Kendrick A.D. Kendrick

#### -- Exhibit --

Sentence I am a long-time resident of this city and who wishes to respond to your editorial of May 24.If you rewrote sentence 1 beginning with As a long-time resident of this city,

- A. I wish to respond
- **B.** your May 24 editorial is responding

- C. your editorial to respond to
- D. May 24, your editorial in wishing to respond
- E. and I respond with a wish

**Answer: A** 

**Question No: 2** 

-- Exhibit-

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

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Sincerely, A.D. Kendrick A.D. Kendrick

-- Exhibit --

Sentence Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town.

Which is the best way to rewrite the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. Because
- B. Since
- C. Unless
- **D.** However,
- **E.** Although

**Answer: E** 

**Question No: 3** 

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A)

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

(B

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Sincerely, A.D. Kendrick A.D. Kendrick

### -- Exhibit --

Sentence I am amazed you would support the city councils plan to widen Sycamore Street and turn it into a highway, a plan that will lead to much unhappiness and bear much criticism.

Which correction should be made to sentence 4?

- A. change councils to council's
- B. insert a comma after Street
- **C.** remove the comma after highway

D. replace lead with led

E. no correction is necessary

**Answer: A** 

**Question No: 4** 

-- Exhibit-

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A)

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

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Sincerely, A.D. Kendrick A.D. Kendrick

Sentence Medford have always been a safe, quiet town with very little traffic.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. have always been
- B. has always been
- C. it always has been
- **D.** is always been
- E. always to be

**Answer: B** 

**Question No: 5** 

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A)

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

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Sincerely, A.D. Kendrick A.D. Kendrick

-- Exhibit-

Sentence 6:It will change the quality of life in Medford with the proposed shopping mall.

- A. it will change
- B. will change
- C. had changed
- **D.** the quality
- E. life in Medford

**Answer: B** 

### **Question No: 6**

### -- Exhibit-

Cassandra Marcus Editorial Page Editor <u>The Medford Chronicle</u> 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A)

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

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Sincerely, A.D. Kendrick A.D. Kendrick

#### -- Exhibit --

Sentence 7:Our town will never again enjoy the advantages of being a tightly-knit community.

Which correction should be made to sentence 7?

- A. replace Our town with They
- **B.** replace Our town with Theirs
- C. replace will never with won't never
- **D.** remove the after enjoy
- E. no correction is necessary

**Answer: E** 

**Question No:7** 

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A

(1) I am a long-time resident of this city and who wishes to respond to your editorial of May 24. (2) Because I have agreed with many of your previous editorials, I do not agree with your position regarding the proposed shopping mall on the south end of town. (3) I can see no value in building a four-lane highway through Medford simply to accommodate several huge chain stores.

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Sincerely, A.D. Kendrick A.D. Kendrick

### -- Exhibit --

Sentence 8:We will no longer be a place where all of the residents knew the business owners personally.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. knew
- B. had known

- C. would have known
- D. know
- E. were knowing

**Answer: D** 

**Question No:8** 

-- Exhibit-

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Dear Ms. Marcus:

(A)

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Sincerely, A.D. Kendrick A.D. Kendrick

# -- Exhibit --

Sentence 10:Many of our local businesses are already struggling to survive, this plan may put those places out of business altogether.

Which correction should be made to sentence 10?

- A. change are to is
- B. insert and after survive,
- C. remove the comma after survive
- D. replace this with the
- E. replace this with whose

**Answer: B** 

# **Question No:9**

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

(A)

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Sincerely, A.D. Kendrick A.D. Kendrick

### -- Exhibit --

Sentence 1Are the people of Medford ready to see Marvin's Hardware, whose owners have been in the same location for more than seventy-five years, dessert its location forever?

Which correction should be made to sentence 11?

- **A.** remove the comma after Hardware,
- **B.** replace whose with who's
- **C.** replace dessert with desert
- **D.** replace its with it's

### E. no correction is necessary

**Answer: C** 

**Question No: 10** 

-- Exhibit-

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Sincerely, A.D. Kendrick A.D. Kendrick

Sentence 1Do we want to loose our local shoe, clothing, and variety stores?

Which correction should be made to sentence 12?

- A. change Do to Does
- B. replace Do we want with Have we wanted
- C. replace loose with lose
- **D.** replace loose with lost
- **E.** replace clothing, and variety with clothing, variety

**Answer: C** 

**Question No: 11** 

Cassandra Marcus Editorial Page Editor The Medford Chronicle 228 Fifth Street Medford, KS 54211

Dear Ms. Marcus:

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Sincerely, A.D. Kendrick A.D. Kendrick

### -- Exhibit --

Sentences 15 and 16:Please reconsider your position. Support those of us who want to keep our town quiet and local merchants in business.

The most effective combination of sentences 15 and 16 would begin with which group of words?

- A. Supporting us, your position would be reconsidered and
- **B.** To support us, our town should be quiet
- **C.** Reconsidering your position and to support

- **D.** Please reconsider your position and support
- E. Please reconsider your position but support

**Answer: D** 

**Question No: 12** 

-- Exhibit-

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

(A)

- (1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.
  - (B
- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
- (5) Although not specifically stated, apparently this "Invoice and Statement" also seems to be a ticket to a football game. (6) Let me make it clear that I made no commitment to purchase anything, nor did I offer to send a donation to anyone. (7) This unusual organization will be notified, along with my opinion of its tactics, when I return unpaid the invoice back. (8) Another important issue relates to the use of the contributions. (9) A flyer enclosed with the invoice states that your association will have received "a portion of the proceeds." (10) If I were to send you money, I would want some assurance that my entire contribution is being received by the organization it supports. (11) Once the telemarketing firm obtains its percentage, the stadium rental is paid, and the visiting team receives its honorarium, I expect your portion will

(C)

(12) I suggest that your organization sever all connections with such a scheme and make your financial appeals directly by mail. (13) This direct approach would exceed the "portion" obtained through an arm-twisting operation that essentially camouflages your work.

Yours truly, Lawrence Rolland Lawrence Rolland

be small indeed.

-- Exhibit --

Sentence Recently, just as I was putting supper on the table, the telephone rung.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. rung.
- **B.** rang.
- C. had rung.
- D. had rang.
- **E.** was ringing.

**Answer: B** 

**Question No: 13** 

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

#### (A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

#### (B

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#### (C)

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Yours truly, Lawrence Rolland Lawrence Rolland

### -- Exhibit --

Sentence I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

Which correction should be made to sentence 3?

- A. change do not deal to did not deal
- B. move abruptly to follow responded
- **C.** remove the comma after abruptly
- **D.** remove but

### E. no correction is necessary

**Answer: B** 

**Question No: 14** 

-- Exhibit-

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

(A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

(B

- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
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Yours truly, Lawrence Rolland Lawrence Rolland

be small indeed.

-- Fxhibit --

Sentence An "Invoice and Statement" was received telling me that I owe an operation called: Allstar Football Benefit

\$29.65 in the mail last week.

The most effective revision of sentence 4 would begin with which group of words?

- A. In the mail last week, I received
- B. Receiving an "Invoice and Statement," an operation
- C. I owed by being told to me in an "Invoice and Statement"
- **D.** Telling me that I owe in the mail
- **E.** \$29.65 is owed by me

**Answer: A** 

**Question No: 15** 

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

#### (A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

#### (B

- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
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Yours truly, Lawrence Rolland Lawrence Rolland

### -- Exhibit --

Sentence Although not specifically stated, apparently this "Invoice and Statement" also seems to be a ticket to a football game.

Which correction should be made to sentence 5?

- A. remove the comma after stated
- **B.** insert a comma after apparently
- **C.** change seems to be seem
- **D.** change seems to seem

### E. no correction is necessary

**Answer: E** 

**Question No: 16** 

-- Exhibit-

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

(A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

(B

- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
- (5) Although not specifically stated, apparently this "Invoice and Statement" also seems to be a ticket to a football game. (6) Let me make it clear that I made no commitment to purchase anything, nor did I offer to send a donation to anyone. (7) This unusual organization will be notified, along with my opinion of its tactics, when I return unpaid the invoice back. (8) Another important issue relates to the use of the contributions. (9) A flyer enclosed with the invoice states that your association will have received "a portion of the proceeds." (10) If I were to send you money, I would want some assurance that my entire contribution is being received by the organization it supports. (11) Once the telemarketing firm obtains its percentage, the stadium rental is paid, and the visiting team receives its honorarium, I expect your portion will

(C)

(12) I suggest that your organization sever all connections with such a scheme and make your financial appeals directly by mail. (13) This direct approach would exceed the "portion" obtained through an arm-twisting operation that essentially camouflages your work.

Yours truly, Lawrence Rolland Lawrence Rolland

be small indeed.

-- Fxhibit --

Sentence 7:This unusual organization will be notified, along with my opinion of its tactics, when I return unpaid the invoice back.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- **A.** when I return unpaid the invoice back.
- **B.** when returning unpaid the invoice back.
- **C.** by my having returned the invoice that was unpaid.
- **D.** when I return the unpaid invoice.
- **E.** when unpaid I return the invoice.

**Answer: D** 

**Question No: 17** 

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

(A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

(B

- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
- (5) Although not specifically stated, apparently this "Invoice and Statement" also seems to be a ticket to a football game. (6) Let me make it clear that I made no commitment to purchase anything, nor did I offer to send a donation to anyone. (7) This unusual organization will be notified, along with my opinion of its tactics, when I return unpaid the invoice back. (8) Another important issue relates to the use of the contributions. (9) A flyer enclosed with the invoice states that your association will have received "a portion of the proceeds." (10) If I were to send you money, I would want some assurance that my entire contribution is being received by the organization it supports. (11) Once the telemarketing firm obtains its percentage, the stadium rental is paid, and the visiting team receives its honorarium, I expect your portion will be small indeed.

(C)

(12) I suggest that your organization sever all connections with such a scheme and make your financial appeals directly by mail. (13) This direct approach would exceed the "portion" obtained through an arm-twisting operation that essentially camouflages your work.

Yours truly, Lawrence Rolland Lawrence Rolland

-- Exhibit --

Sentence 8: Another important issue relates to the use of the contributions.

Which revision should be made to sentence 8?

- A. move sentence 8 to follow sentence 1
- B. move sentence 8 to follow sentence 2
- C. move sentence 8 to the end of paragraph C
- **D.** begin a new paragraph with sentence 8
- E. remove sentence 8

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**Question No: 18** 

-- Exhibit-

The Youth at Risk Association 444 Riverside Drive Rochester, NY 14618

Dear Sir or Madam:

(A)

(1) Recently, just as I was putting supper on the table, the telephone rung.(2) It was yet another "pitch" for a donation.(3) I responded that I do not deal with such appeals by phone abruptly, but only by mail—and hung up.

(B

- (4) An "Invoice and Statement" was received telling me that I owe an operation called Allstar Football Benefit \$29.65 in the mail last week.
- (5) Although not specifically stated, apparently this "Invoice and Statement" also seems to be a ticket to a football game. (6) Let me make it clear that I made no commitment to purchase anything, nor did I offer to send a donation to anyone. (7) This unusual organization will be notified, along with my opinion of its tactics, when I return unpaid the invoice back. (8) Another important issue relates to the use of the contributions. (9) A flyer enclosed with the invoice states that your association will have received "a portion of the proceeds." (10) If I were to send you money, I would want some assurance that my entire contribution is being received by the organization it supports. (11) Once the telemarketing firm obtains its percentage, the stadium rental is paid, and the visiting team receives its honorarium, I expect your portion will be small indeed.

(C)

(12) I suggest that your organization sever all connections with such a scheme and make your financial appeals directly by mail. (13) This direct approach would exceed the "portion" obtained through an arm-twisting operation that essentially camouflages your work.

Yours truly, Lawrence Rolland Lawrence Rolland

-- Exhibit --

Sentence 9:A flyer enclosed with the invoice states that your association will have received

"a portion of the proceeds."

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. will have received
- **B.** will receive
- C. are receiving
- **D.** have received
- E. had received

**Answer: B** 

**Question No: 19** 

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B)

(5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.(6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.(7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.

(C)

(8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(D)

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger Stephen Badger

### -- Exhibit --

Sentence I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. entry-level opportunities, in the quality
- B. entry-level opportunities. In the quality
- **C.** entry-level opportunities. These opportunities are in the quality

- **D.** entry-level opportunities and also in the quality
- E. entry-level opportunities in the quality

**Answer: E** 

**Question No: 20** 

-- Exhibit-

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B)

- (5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.
  (6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.
  (7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.
- (8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.
- (12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger

Stephen Badger

-- Exhibit --

Sentences 2 and I will graduate this May from Central Community College.I will graduate with an Associate of Arts degree in Business Management.

Which is the best way to write the underlined portion of these sentences? If the original is the best way, choose optionA.

- A. College.I will graduate with
- B. College, I will graduate with
- C. College and with
- D. College, but with
- E. College with

**Answer: E** 

**Question No: 21** 

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B

(5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.(6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.(7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.

(C)

(8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(D)

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger Stephen Badger

-- Exhibit --

Sentence 6:In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.

Which correction should be made to sentence 6?

- **A.** replace In addition with Also in addition
- B. change took to taken
- **C.** change took to had took
- **D.** insert a comma after including

### E. no correction is necessary

**Answer: B** 

**Question No: 22** 

-- Exhibit-

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B

(5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.
(6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.
(7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.

(C)

(8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(D)

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger Stephen Badger

Sentence 7:My high energy level and enthusiastic interest in the production phase of manufacturing would make me

a good candidate for Malcolm and Smith's training program.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- **A.** My high energy level and enthusiastic interest
- B. My high level of energy and also in addition to my enthusiastic interest
- C. My high enthusiastic energy level has an interest
- **D.** Because my high energy level and enthusiastic interest
- E. An interest, which is enthusiastic, and my energy level, which is high,

**Answer: A** 

**Question No: 23** 

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B

(5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.(6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.(7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.

(C

(8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(D)

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger Stephen Badger

-- Exhibit --

Sentence 8:I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time.

Which is the best way to rewrite the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. mid-December, I would hope
- B. mid-December, and I would hope
- C. mid-December, but I am hoping

D. mid-December and having to hope

E. mid-December I would hope

**Answer: B** 

**Question No: 24** 

-- Exhibit-

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B)

- (5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.
  (6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.
  (7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.
- (8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely, Stephen Badger Stephen Badger

-- Exhibit --

Sentence 10:If you are having any questions or be needing additional information, please contact me.

The most effective revision of sentence 10 would begin with which group of words?

- A. If you have any questions or need
- B. If you had any questions or need
- C. Needing additional information or if you were having
- D. Please, if questions you have
- E. If you were having any questions or were needing

**Answer: A** 

**Question No: 25** 

Ms. Michelle Martin, Director Corporate College Relations Malcolm and Smith, Inc. 501 George Street Los Angeles, CA 90034

Dear Ms. Martin:

(A)

(1) I am interested in exploring entry-level opportunities, in the quality control program at Malcolm and Smith, Inc. (2) I will graduate this May from Central Community College. (3) I will graduate with an Associate of Arts degree in Business Management. (4) Based on my interest in production and plant management, the Career Services Office on campus suggested I contact you.

(B

(5) As my resume indicates, my production internship with the Inland Steel Corporation last summer included practical experience in quality control.(6) In addition, I have took a number of manufacturing-related courses, including collective bargaining, labor problems, and research methods.(7) My high energy level and enthusiastic interest in the production phase of manufacturing would make me a good candidate for Malcolm and Smith's training program.

(C)

(8) I plan to visit Los Angeles in mid-December, I would hope to arrange an interview with you during that time. (9) I would appreciate hearing from you at your earliest convenience. (10) If you are having any questions or be needing additional information, please contact me. (11) I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

(D)

(12) Thank you for your consideration, and I look forward to meeting you.

Sincerely,

Stephen Badger Stephen Badger

-- Exhibit --

Sentence 1I can be reached at home (213) 239-8206 after 5:00 P.M., or you may leave a message on my answering machine or e-mail.

Which revision should be made to the placement of sentence 11?

- A. remove sentence 11
- **B.** move sentence 11 to the beginning of paragraph A
- C. move sentence 11 to the end of paragraph A
- **D.** move sentence 11 to the beginning of paragraph B

E. no revision is necessary

Answer: E

**Question No: 26** 

-- Exhibit-

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentence Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is.

Which correction should be made to sentence 1?

- A. insert a comma after pleasure
- **B.** replace or with and

- C. remove the comma after nightmare
- D. replace you're with your
- E. no correction is necessary

Answer: D

**Question No: 27** 

-- Exhibit-

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B)

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentence Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. what the purpose of the room is.
- **B.** what the room is to serve a purpose for.
- C. the purpose of the room.
- **D.** the room with a purpose.
- **E.** for what purpose the room is to be used for.

**Answer: C** 

**Question No: 28** 

-- Exhibit-

## How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

(16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.

-- Exhibit --

Sentence After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin.

Which correction should be made to sentence 4?

- A. replace After selecting a color with After the color you have selected
- B. remove the comma after color
- C. replace so that you buy with in buying
- **D.** replace then you with then, after you have selected the color, measured the room and bought the correct amount of paint, you
- **E.** no correction is necessary

**Answer: E** 

**Question No: 29** 

-- Exhibit-

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentence 7: This preparation will make the painting process going much more smoothly.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. going
- B. goes
- C. to go
- **D.** go
- E. is going

**Answer: D** 

**Question No: 30** 

-- Exhibit-

## How to Paint a Room

(A)

- (1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.
- (8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.
- (C)
  (12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.
- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.

-- Exhibit --

Sentence 8:The next step is to prepare the walls, any nail holes should be filled with spackle.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. walls, any nail
- B. walls, but any nail
- C. walls.Any nail
- D. walls any nail
- E. walls yet any nail

**Answer: C** 

**Question No: 31** 

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B)

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentences 10 and 1This will ensure a professional look. The look will be smooth.

The most effective combination of sentences 10 and 11 would include which group of words?

- A. professional look, the look will be
- **B.** professional look, the professional look will be
- **C.** ensure a smooth, professional look.
- **D.** By ensuring that the profession
- **E.** A professional look, with the look of smoothness

**Answer: C** 

**Question No: 32** 

-- Exhibit-

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B)

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentence 1Applying the coats of paint, of course, are the main task.

Which correction should be made to sentence 12?

- A. change Applying to To Apply
- **B.** replace of course with nonetheless
- C. remove the comma after course
- **D.** change are to is
- **E.** no correction is necessary

Answer: D

**Question No: 33** 

-- Exhibit-

### How to Paint a Room

(A)

- (1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.
  - (B)
- (8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.
  - (C)
- (12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.
  - (D)
- (16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.
- -- Exhibit --

Sentence 1Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. needs to be painted
- **B.** would needs to be painted
- C. needs painting
- **D.** need painted
- E. need to be painted

**Answer: E** 

**Question No: 34** 

-- Exhibit-

#### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is. (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is. (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom. (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin. (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls. (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint. (7) This preparation will make the painting process going much more smoothly.

(B

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

(16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.

-- Exhibit --

Sentence 1You should use a pointed brush for edging at the ceiling, or a special edging tool.

The most effective revision of sentence 14 would include which group of words?

- **A.** Using a pointed brush, the edging tool
- **B.** a special edging tool for edging
- **C.** at the ceiling, a pointed brush and a special tool
- **D.** For edging at the ceiling, you should use
- E. a pointed brush, ceiling edging, and a special edging tool

**Answer: D** 

## **Question No: 35**

-- Exhibit-

### How to Paint a Room

(A)

(1) Painting a room can be either a pleasure or a nightmare, depending on how careful you're planning is.
 (2) Deciding on the proper color for the room requires considering both the furnishings and what the purpose of the room is.
 (3) Vibrant hues might lend themselves to family rooms, and earth colors of autumn may suit a bedroom.
 (4) After selecting a color, you should measure the room so that you buy the correct amount of paint, and then you are ready to begin.
 (5) Remove as much furniture as possible from the room and then move the remaining pieces away from the walls.
 (6) Using a tarpaulin or similar protective material, cover these pieces to protect them from the paint.
 (7) This preparation will make the painting process going much more smoothly.

(B

(8) The next step is to prepare the walls, any nail holes should be filled with spackle. (9) After they are dry, you should sand the spots to make them as flat as possible. (10) This will ensure a professional look. (11) The look will be smooth.

(C)

(12) Applying the coats of paint, of course, are the main task. (13) Oddly shaped or small spaces needs to be painted with a brush, a task demanding patience and care. (14) You should use a pointed brush for edging at the ceiling, or a special edging tool. (15) Once this is done, you can quickly cover the wall with paint using a roller.

(D)

(16) After your paint job has dried, you can uncover and rearrange the furniture. (17) You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.

-- Exhibit-

Sentence 17:You can then enjoy the new atmosphere your paint job to your room and to your home and to your comfort contributes.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- **A.** to your room and to your home and to your comfort contributes.
- **B.** to your room and your home and also your comfort contributes.
- **C.** contributes to your room, and to your home and to your comfort.

- **D.** contributes to your room, your home, and your comfort.
- E. contributes to your room, as well as contributes to home and contributes to your comfort.

**Answer: D** 

**Question No: 36** 

-- Exhibit-



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely.

Gladys Campbell
Gladys Campbell
General Manager

-- Exhibit --

Sentence We have had a huge demand for that particular species this year and are no longer having any in stock.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. are no longer having
- B. no longer have
- C. no longer have had
- D. have no longer
- E. had no longer

**Answer: B** 

**Question No: 37** 



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely,
Gladys Campbell
Gladys Campbell
General Manager

### -- Exhibit --

Sentence Our shipping policy guaranteeing that your trees will reach you in the best possible condition.

Which correction should be made to sentence 5?

- A. change guaranteeing to guarantees
- **B.** change guaranteeing to to guarantee
- C. replace your with one's

D. change will reach to are reaching

E. insert a comma after you

**Answer: A** 

**Question No:38** 

-- Exhibit-



Toledo Bend Nursery

Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely.

Gladys Campbell
Gladys Campbell
General Manager

-- Exhibit --

Sentence 7:We buy our burlap from a regional manufacturer located several miles from the nursery.

Which revision should be made to the placement of sentence 7?

- A. remove sentence 7
- **B.** begin a new paragraph with sentence 7
- C. move sentence 7 to follow sentence 5
- **D.** move sentence 7 to follow sentence 8
- E. move sentence 7 to the end of paragraph A

**Answer: A** 

**Question No: 39** 



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings.
 (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition.
 (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out.
 (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely, Gladys Campbell

Gladys Campbell General Manager

-- Exhibit --

Sentence 10:The seedlings are later transported by truck to a local distribution center for delivery to your home.

Which correction should be made to sentence 10?

- A. replace later with latter
- B. replace local with locale
- C. change distribution center to Distribution Center

D. insert a comma after center

E. no correction is necessary

**Answer: E** 

**Question No: 40** 

-- Exhibit-



Toledo Bend Nursery

Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely.

Gladys Campbell Gladys Campbell General Manager

# -- Exhibit --

Sentence 1As soon as the seedlings are shipped, we will notify you of their expected arrival time.

Which revision should be made to the placement of sentence 11?

- A. remove sentence 11
- B. move sentence 11 to follow sentence 8
- C. move sentence 11 to follow sentence 12
- D. move sentence 11 to follow sentence 14
- **E.** no revision is necessary

**Answer: E** 

**Question No: 41** 



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely,
Gladys Campbell
Gladys Campbell
General Manager

-- Exhibit --

Which revision would improve the effectiveness of paragraph A?

- A. remove sentence 4
- B. begin a new paragraph with sentence 5
- C. begin a new paragraph with sentence 6
- **D.** move sentence 9 to follow sentence 10
- **E.** no revision is necessary

**Answer: B** 

**Question No: 42** 

-- Exhibit-



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely,

Gladys Campbell
Gladys Campbell
General Manager

Sentence 1When you receive your seedlings, its essential that you plant them immediately.

Which correction should be made to sentence 12?

- **A.** replace your with them
- B. remove the comma after seedlings
- C. replace its with it's
- D. replace you plant with one plants
- E. no correction is necessary

**Answer: C** 

**Question No: 43** 



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely, Gladys Campbell

Gladys Campbell General Manager

### -- Exhibit --

Sentence 1The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig.

- A. three feet
- B. the holes that
- C. which should be
- **D.** should be at least
- E. the holes should be

Answer: B

**Question No: 44** 

-- Exhibit-



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings.
(3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B

(12) When you receive your seedlings, it's essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely,

Gladys Campbell
Gladys Campbell
General Manager

Sentence 1You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball.

The most effective revision of sentence 15 would begin with which group of words?

- A. When packing the soil around the root ball, you should
- **B.** Packing the soil, the root ball
- C. The manure, the compost, the root ball, and packing
- **D.** Supplying the manure or compost, the root ball should
- E. Pack the soil and include a root ball

**Answer: A** 

**Question No: 45** 



Ms. Donna Vines PO Box 37 Upper Dean Oxford, OH 43215

Dear Ms. Vines:

(A)

(1) This letter confirms the order you recently placed for tree seedlings: three American elms, three red maples, and four white oaks. (2) At the moment, we are unable to fill your order for the white oak seedlings. (3) We have had a huge demand for that particular species this year and are no longer having any in stock. (4) Nonetheless, we are able to supply the other varieties of seedlings you requested. (5) Our shipping policy guaranteeing that your trees will reach you in the best possible condition. (6) Each of the seedlings is shipped with a burlap-wrapped root ball in which the seedling's roots have been allowed to harden. (7) We buy our burlap from a regional manufacturer located several miles from the nursery. (8) The branches are also wrapped to prevent breakage during transit. (9) The root ball is misted thoroughly before shipping to prevent the roots from drying out. (10) The seedlings are later transported by truck to a local distribution center for delivery to your home. (11) As soon as the seedlings are shipped, we will notify you of their expected arrival time.

(B)

(12) When you receive your seedlings, its essential that you plant them immediately. (13) Specific instructions will accompany each seedling, but there are a few things you can do before your order arrives. (14) The holes should be at least three feet in diameter and two to two-and-a-half feet deep, which you can dig. (15) You should also have a good supply of manure or compost to mix with the soil, and these materials should be included with the soil when you pack the soil around the root ball. (16) In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix. (17) Otherwise, just follow the instructions that come with the trees.

Sincerely, Gladys Campbell

Gladys Campbell General Manager

### -- Exhibit --

Sentence 16:In addition, we recommend that bone meal, a phosphorus-rich preparation be added to the mix.

Which correction should be made to sentence 16?

- A. change recommend to recommended
- B. remove the comma after meal
- C. insert a comma after preparation

D. replace added with aided

E. no correction is necessary

**Answer: C** 

**Question No: 46** 

-- Exhibit-

## How To Plan for a Move

(A)

(1) Many people have had such bad experiences when moving that they believe a smooth move does not exist. (2) Changing residences, however, is made easier through careful planning. (3) After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

(B)

(4) The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced. (5) Contact several companies well in advance of your move and ask them for written estimates and references.

(C

(6) You may want to hire a company that also packs your belongings for you.
(7) This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.
(8) On the other hand, you may want to save money by carefully packing things yourself if you don't have many valuable breakables.

(D)

(9) You should also carefully plan the actual moving day. (10) If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself. (11) Moves can be traumatic for children and pets, and they can actually get in the way as the movers haul furniture to and from the truck. (12) Finally, you should definitely call a day or too before the move and confirm the date and time. (13) Many people have been left sitting in a packed-up living room, waiting for a truck that never arrives, simply because of a misunderstanding that a simple phone call could have clarified.

(E

(14) Preparation, planning, and careful selection of your mover—these are the keys to a successful move.

-- Exhibit --

Sentence After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

Which is the best way to write the underlined portion of this sentence? If the original is the

best way, choose optionA.

- A. your move was less
- B. your move being less
- C. your move will be less
- D. your move less
- E. your moving less

**Answer: C** 

**Question No: 47** 

-- Exhibit-

## How To Plan for a Move

(A)

(1) Many people have had such bad experiences when moving that they believe a smooth move does not exist. (2) Changing residences, however, is made easier through careful planning. (3) After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

(B)

(4) The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced. (5) Contact several companies well in advance of your move and ask them for written estimates and references.

(C)

(6) You may want to hire a company that also packs your belongings for you.
(7) This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.
(8) On the other hand, you may want to save money by carefully packing things yourself if you don't have many valuable breakables.

(D)

(9) You should also carefully plan the actual moving day. (10) If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself. (11) Moves can be traumatic for children and pets, and they can actually get in the way as the movers haul furniture to and from the truck. (12) Finally, you should definitely call a day or too before the move and confirm the date and time. (13) Many people have been left sitting in a packed-up living room, waiting for a truck that never arrives, simply because of a misunderstanding that a simple phone call could have clarified.

(E

- (14) Preparation, planning, and careful selection of your mover—these are the keys to a successful move.
- -- Exhibit --

Sentence The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced.

Which is the best way to write the underlined portion of the sentence? If the original is the best way, choose optionA.

- A. to plan early, unfortunately, too many people wait
- **B.** to plan early unfortunately and too many people wait
- C. to plan early. Unfortunately, too many people wait
- **D.** to plan early, however and unfortunately, too many people wait
- E. by planning early, unfortunately, too many people waiting

**Answer: C** 

**Question No: 48** 

## How To Plan for a Move

(A)

(1) Many people have had such bad experiences when moving that they believe a smooth move does not exist. (2) Changing residences, however, is made easier through careful planning. (3) After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

(B)

(4) The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced. (5) Contact several companies well in advance of your move and ask them for written estimates and references.

(C)

- (6) You may want to hire a company that also packs your belongings for you.
  (7) This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.
  (8) On the other hand, you may want to save money by carefully packing things yourself if you don't have many valuable breakables.
  - (D)
- (9) You should also carefully plan the actual moving day. (10) If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself. (11) Moves can be traumatic for children and pets, and they can actually get in the way as the movers haul furniture to and from the truck. (12) Finally, you should definitely call a day or too before the move and confirm the date and time. (13) Many people have been left sitting in a packed-up living room, waiting for a truck that never arrives, simply because of a misunderstanding that a simple phone call could have clarified.

(E)

- (14) Preparation, planning, and careful selection of your mover—these are the keys to a successful move.
- -- Exhibit --

Sentence 7:This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. has provided
- **B.** has been provided
- C. has been providing
- **D.** provided
- **E.** provides

**Answer: E** 

## **Question No: 49**

-- Exhibit-

#### How To Plan for a Move

(A)

(1) Many people have had such bad experiences when moving that they believe a smooth move does not exist. (2) Changing residences, however, is made easier through careful planning. (3) After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

(B)

(4) The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced. (5) Contact several companies well in advance of your move and ask them for written estimates and references.

(C)

(6) You may want to hire a company that also packs your belongings for you.
(7) This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.
(8) On the other hand, you may want to save money by carefully packing things yourself if you don't have many valuable breakables.

(D)

(9) You should also carefully plan the actual moving day. (10) If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself. (11) Moves can be traumatic for children and pets, and they can actually get in the way as the movers haul furniture to and from the truck. (12) Finally, you should definitely call a day or too before the move and confirm the date and time. (13) Many people have been left sitting in a packed-up living room, waiting for a truck that never arrives, simply because of a misunderstanding that a simple phone call could have clarified.

(E)

(14) Preparation, planning, and careful selection of your mover—these are the keys to a successful move.

-- Exhibit --

Sentence 10:If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. If you have children or pets, one should arrange
- **B.** Having children or having pets, one should arrange

- C. If you have children or pets, you should arrange
- **D.** If you have children or pets, one should have arranged
- E. To have children or pets, you should arrange

**Answer: C** 

**Question No: 50** 

-- Exhibit-

#### How To Plan for a Move

(A)

(1) Many people have had such bad experiences when moving that they believe a smooth move does not exist. (2) Changing residences, however, is made easier through careful planning. (3) After you prepare a checklist with the following steps, your move was less of a headache than you might expect.

(B)

(4) The most important thing is to plan early, unfortunately, too many people wait until the last minute and either can't find a moving company or have to settle for one that is overpriced. (5) Contact several companies well in advance of your move and ask them for written estimates and references.

(C)

- (6) You may want to hire a company that also packs your belongings for you.
  (7) This not only removes some stress, but it also has provided insurance in case of damage, breakage, or loss.
  (8) On the other hand, you may want to save money by carefully packing things yourself if you don't have many valuable breakables.
  - (D)
- (9) You should also carefully plan the actual moving day. (10) If you have children or pets, one should arrange to have them looked after if you want to supervise the move yourself. (11) Moves can be traumatic for children and pets, and they can actually get in the way as the movers haul furniture to and from the truck. (12) Finally, you should definitely call a day or too before the move and confirm the date and time. (13) Many people have been left sitting in a packed-up living room, waiting for a truck that never arrives, simply because of a misunderstanding that a simple phone call could have clarified.

(E

- (14) Preparation, planning, and careful selection of your mover—these are the keys to a successful move.
- -- Exhibit --

Sentence 1Finally, you should definitely call a day or too before the move and confirm the date and time.

Which correction should be made to sentence 12?

- A. remove the comma after Finally
- B. change call to calling
- C. replace too with two
- D. replace the move with having moved
- E. insert a comma after move

**Answer: C** 

## **Question No: 51**

-- Exhibit --

**Ethnic Architecture** 

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

- (7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.
- (D)
- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the

animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries.

- C. with them
- **D.** to build
- E. settlers
- F. around the world
- G. have come

**Answer: C** 

## **Question No: 52**

-- Exhibit --

Ethnic Architecture

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

(D)

- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.
- (E)
- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.

Which correction should be made to sentence 4?

- C. remove the comma after veranda
- D. insert a comma after porch
- E. insert a comma after houses
- **F.** insert a comma after probably
- G. change world to World

**Answer: C** 

Question No: 53

-- Exhibit --

**Ethnic Architecture** 

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of

a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

- (7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.
- (D)
- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence In addition to the veranda, the South is known for its cooking and its hospitality. Which revision should be made to the placement of sentence 5?

- **C.** remove sentence 5
- **D.** move sentence 5 to follow sentence 2
- E. move sentence 5 to follow sentence 3
- F. move sentence 5 to follow sentence 6
- **G.** no revision is necessary

**Answer: A** 

**Question No: 54** 

-- Exhibit --

Ethnic Architecture

(A)

**A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build

a house, settlers from around the world have come to the United States for centuries. (B)

**B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

(D)

- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.
- (E)
  (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned,and
- -- Exhibit --

some their descendants still use today.

Sentence 6:Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

C. responded

**D.** respond

E. responds

**F.** responding

G. are responding

**Answer: A** 

**Question No: 55** 

-- Exhibit --

Ethnic Architecture

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

(D)

(9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Which sentence below would be most effective if inserted at the beginning of paragraph C?

- **C.** Conditions would obviously play an important role.
- **D.** There is no place like home.
- E. Settlers to America built homes.
- **F.** When building homes, settlers found that conditions were not important.
- **G.** New conditions in America forced some settlers to change their approach to home building.

**Answer: E** 

#### **Question No: 56**

-- Exhibit --

Ethnic Architecture

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

- (7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.
- (D)
- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence 8:The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

Which correction should be made to sentence 8?

- C. replace lesson with lessen
- **D.** insert a comma after lesson
- E. remove the comma after Creoles
- F. replace which with who
- G. insert a comma after houses

**Answer: D** 

**Question No: 57** 

-- Exhibit --

Ethnic Architecture

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D. The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world. E. In addition to the veranda, the South is known for its cooking and its hospitality. (6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

(D)

(9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13)Today's covered breezeways serve a related purpose of

protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence 9:Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- C. held
- **D.** holds
- E. holding
- F. hold
- G. holded

**Answer: A** 

**Question No:58** 

-- Exhibit --

**Ethnic Architecture** 

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home buildersresponded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors

and windows to keep cool.

(D)

- (9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.
- (E)
- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence 1European peasants and their animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.

Which correction should be made to sentence 12?

- **C.** change peasants to Peasants
- **D.** replace and with because
- E. replace their with there
- **F.** replace which with when
- G. replace whether with weather

Answer: E

**Question No: 59** 

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

- (7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.
- (11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.
- -- Exhibit --

(C)

Sentence Making a budget is very easy if you no the basic procedure and a few principles. Which correction should be made to sentence 1?

- B. change Making to Having made
- **C.** change is to was
- D. insert a comma after if
- E. replace no with know
- **F.** replace principles.with principals.

**Answer: D** 

**Question No: 60** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

(1) Elena Sanchez has asked that I submit a recommendation on her behalf.
(2) Elena she has worked under my supervision as a service representative since February 20, 1998.
(3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
(4) She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

## -- Exhibit --

Sentence During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. Industries is when Elena
- B. Industries. Elena

- C. Industries and Elena
- D. Industries, Elena
- E. Industries, when Elena

Answer: D

**Question No: 61** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

- (1) Elena Sanchez has asked that I submit a recommendation on her behalf.
  (2) Elena she has worked under my supervision as a service representative since February 20, 1998.
  (3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
  (4) She proved to be a diligent worker a team player, and a trusted friend.
  - (B
- (5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

-- Exhibit --

Sentence She proved to be a diligent worker a team player, and a trusted friend.

Which correction should be made to sentence 4?

- **A.** replace She with Her
- **B.** insert a comma after worker
- **C.** replace team with teem
- **D.** insert a comma after trusted
- E. no correction is necessary

**Answer: B** 

**Question No: 62** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

(1) Elena Sanchez has asked that I submit a recommendation on her behalf.
(2) Elena she has worked under my supervision as a service representative since February 20, 1998.
(3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
(4) She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

#### -- Exhibit --

Sentence Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly.

If you were to rewrite sentence 5 beginning with

When Elena first came to Ryan Industries,

A. impressed was I

- B. quickly learning with her
- C. she impressed me
- D. impressive ability and I learned
- E. I quickly impressed

**Answer: C** 

**Question No: 63** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

Elena Sanchez has asked that I submit a recommendation on her behalf.
 Elena she has worked under my supervision as a service representative since February 20, 1998.
 During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
 She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C)

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

-- Exhibit --

Sentence 6:Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own.

Which correction should be made to sentence 6?

- **A.** change require to requires
- B. replace than with then
- C. insert a comma after training
- D. replace there with their
- E. replace there with her

**Answer: D** 

**Question No: 64** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

(1) Elena Sanchez has asked that I submit a recommendation on her behalf.
(2) Elena she has worked under my supervision as a service representative since February 20, 1998.
(3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
(4) She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

#### -- Exhibit --

Sentence 9:Elena has always been a conscientious employee who represented our company in the best possible manner.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. employee who represented our company
- **B.** employee who, represented our company

- C. employee who represented our company,
- **D.** employee, who, represented our company
- E. employee, who represented, our company

**Answer: A** 

**Question No: 65** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

- (1) Elena Sanchez has asked that I submit a recommendation on her behalf.
  (2) Elena she has worked under my supervision as a service representative since February 20, 1998.
  (3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
  (4) She proved to be a diligent worker a team player, and a trusted friend.
  - (B
- (5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

-- Exhibit --

Sentence 1As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. have sent
- B. will have sent
- C. sends
- **D.** to send
- E. sending

**Answer: A** 

**Question No: 66** 

-- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A)

(1) Elena Sanchez has asked that I submit a recommendation on her behalf.
(2) Elena she has worked under my supervision as a service representative since February 20, 1998.
(3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers.
(4) She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

## -- Exhibit --

Sentence 1As an employee, any organization would be proud to have someone like her.

- **A.** proud to have the type of person
- B. an employee that would be proud
- C. any organization of the type of person
- **D.** someone whom any organization
- E. as an employee, proud

**Answer: D** 

#### **Question No: 67**

#### -- Exhibit-



August 27, 2002

Mr. James Simkowski Human Resources Director Tidewater Supply, Inc. 1220 Martin Luther King Blvd. Portland, OR 97234

Dear Mr. Simkowski:

(A

(1) Elena Sanchez has asked that I submit a recommendation on her behalf. (2) Elena she has worked under my supervision as a service representative since February 20, 1998. (3) During the course of her employment with Ryan Industries is when Elena has received two bonuses and a number of commendations from our customers. (4) She proved to be a diligent worker a team player, and a trusted friend.

(B)

(5) Impressed was I, when Elena first came to Ryan Industries, with her ability to learn the job quickly. (6) Most new service representatives require more than three months of intensive training before they are ready to handle the position on there own. (7) Elena, however, mastered the basic responsibilities of the position in less than two months. (8) Later, when she had become even more proficient at her work, she took on added responsibilities and made every effort to help her coworkers.

(C)

(9) Elena has always been a conscientious employee who represented our company in the best possible manner. (10) She has excellent communication skills in both speaking and writing. (11) As I have already mentioned, several customers have sent letters commending Elena for her helpfulness and her ability to solve problems. (12) She has a special skill at helping customers who, according to our other service representatives, were sometimes difficult clients. (13) For these many reasons, I highly recommend Elena for any position that involves the above-mentioned skills. (14) As an employee, any organization would be proud to have someone like her. (15) She treats everyone in the office respectfully, and her colleagues enjoy her company immensely. (16) Needless to say, we will be sad if she chooses to leave our organization and the local area.

Sincerely,

Li Yang Li Yang Office Manager

#### -- Exhibit --

Sentence 16:Needless to say, we will be sad if she chooses to leave our organization and the local area.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. will be sad
- B. be sad
- **C.** sadly
- D. is sad
- E. will have been sad

**Answer: A** 

**Question No: 68** 

-- Exhibit --

**Ethnic Architecture** 

(A)

- **A.** Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are? B.Bringing with them many different ideas about how to build a house, settlers from around the world have come to the United States for centuries. (B)
- **B.** Many of us today take for granted certain features of a house and forget that someone had to invent them.D.The veranda, a covered porch that wraps around the front of many southern houses is probably an adaptation of overhanging roofs found all over the world.E.In addition to the veranda, the South is known for its cooking and its hospitality.(6) Long ago, home builders responded to hot, humid climates by making the cooling shade of a porch a common feature of houses in such places as West Africa, Asia, and the Mediterranean area.

(C)

(7) For instance, French settlers in New Orleans tried to put the frames of their homes directly on the ground as they had done in France; however, the heat, humidity, and abundant rainfall caused the homes to rot within a few years.(8) The settlers learned a lesson by observing the West Indian Creoles, which built raised houses with many doors and windows to keep cool.

(D)

(9) Some settlers, like those from Germany, held on to their old building methods even though such methods were no longer necessary.(10) Because of a shortage of wood in some parts of Germany, builders had constructed half-timber houses; they used clay or brick to save wood.(11) When German immigrants settled in Wisconsin where wood was abundant, they still built their familiar half-timber homes.(12) European peasants and their

animals once shared a shelter called a "house-barn," which allowed immediate care for the animals during harsh whether.(13) Today's covered breezeways serve a related purpose of protecting people who need to go to their "car barns," or garages.

(E)

- (14) No matter which country settlers started from, they brought home-building traditions.(15) Some they changed to adapt to their new land, some they abandoned, and some their descendants still use today.
- -- Exhibit --

Sentence Here is a question that is not as silly as it sound: Have you ever wondered why houses are shaped the way they are?

Which correction should be made to sentence 1?

- **C.** insert a comma after question
- D. change sound to sounds
- E. change Have to Has
- F. insert a comma after wondered
- **G.** change they are to they is

**Answer: B** 

#### **Question No: 69**

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) Youmust not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence First, writing down all your income for one month.

Which correction should be made to sentence 2?

- B. change writing to write
- C. change writing to to write
- **D.** change writing to by writing
- E. insert a comma after income
- **F.** no correction is necessary

**Answer: A** 

#### **Question No: 70**

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.

The most effective revision of sentence 3 would begin with which group of words?

- **B.** Income and money and paychecks and checks and the government
- C. Income, your paychecks, Social Security, and the government,
- D. Income means all the money you receive, including
- E. Receiving money is meaningful
- F. Receiving money, your paychecks

**Answer: C** 

**Question No:71** 

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence Next, figure out all your regular monthly expenses. Which revision should be made to the placement of sentence 4?

- **B.** move sentence 4 to the beginning of paragraph A
- C. move sentence 4 to follow sentence 2
- **D.** move sentence 4 to follow sentence 5
- E. remove sentence 4
- **F.** no revision is necessary

Answer: E

**Question No:72** 

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence 6:You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

The most effective revision of sentence 6 would begin with which group of words?

- B. Adding up, you and the bills
- C. The bills they add up, and because you forget they add up
- **D.** Not forgetting because they add up, smaller monthly
- E. You must not forget smaller monthly bills that add up, such as
- F. Smaller monthly bills you must not forget

**Answer: D** 

#### **Question No:73**

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should

also be calculated as monthly expenses.

(C)

- (11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing abudget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.
- -- Exhibit --

Sentence 8:These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.

Which correction should be made to sentence 8?

- B. replace These includes with Including
- C. change includes to include
- **D.** change includes to including
- **E.** insert a comma after includes
- F. insert a comma after things

**Answer: B** 

#### **Question No: 74**

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10)

Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence 10:Transportation costs, such as bus and subway fairs, along with gasoline and tolls, should also be calculated as monthly expenses.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- B. fairs, along with gasoline
- C. fairs, along with gasoline,
- **D.** fairs, along with, gasoline,
- E. fares, along with gasoline
- F. fares, along with, gasoline,

**Answer: D** 

**Question No: 75** 

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regular expenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.

(B)

(7) You also should keep track of minor daily expenses because you probably spend more on them than you realize.(8) These includes purchases of such things as sodas, snacks,

newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence 1Some months may also require you according to the season to buy new clothes.

The most effective revision of sentence 14 would begin with which group of words?

- **B.** Buying new clothes, the months
- **C.** Some months you may require also new clothes
- **D.** According to the season, some months may
- **E.** Buying new clothes and requiring the season
- **F.** New clothes, being bought in some months, you

**Answer: C** 

**Question No: 76** 

-- Exhibit --

Making a Budget

(A)

**A.** Making a budget is very easy if you no the basic procedure and a few principles.B.First, writing down all your income for one month.C.Income, including your paycheck or other checks from Social Security and the government, means all the money you receive.D.Next, figure out all your regular monthly expenses.E.Rent and utilities are important regularexpenses; you should also include expenses for food and medicine you take regularly.(6) You must not forget because they add up, the smaller monthly bills such as payments for credit cards, interest on loans, and insurance.
(B)

(7) You also should keep track of minor daily expenses because you probably spend more

on them than you realize.(8) These includes purchases of such things as sodas, snacks, newspapers, magazines, and candy.(9) Add them up for a week and then multiply the weekly total by the number of weeks in the month to determine the total monthly cost.(10) Transportation costs, such as bus and subway fairs along with gasoline and tolls, should also be calculated as monthly expenses.

(C)

(11) Finally, it's important to plan as much as possible for special expenses, such as visits to doctors and dentists and repairs to your home or car.(12) Gifts for such events as Christmas and birthdays are other kinds of expenses you can plan for certain months.(13) Other activities, such as celebrating a holiday or taking a vacation, often demand extra spending, too.(14) Some months may also require you according to the season to buy new clothes.(15) By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

-- Exhibit --

Sentence 1By preparing a budget in all these areas, you can figure out how much money you need for each month, this will help you watch your spending and may help you to save for the future.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- B. month, this will help
- C. month, moreover, this will help
- **D.** month, helping
- E. month.By helping
- F. month. This will help

**Answer: E** 

**Question No: 77** 

-- Exhibit-



#### **Quicksilver Delivery Service**

#### (A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

#### (B)

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

# (10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

#### -- Exhibit --

Sentence How we provide you with such a service?

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. we provide
- B. we provided
- C. do we provide

**D.** we providing**E.** is we providing

**Answer: C** 

**Question No:78** 

-- Exhibit-



#### **Quicksilver Delivery Service**

(A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

(B

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

(C)

(10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

-- Exhibit --

Sentence 7:All of our messengers equipped with a cellular phone.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. equipped
- **B.** equip
- C. are equipped
- **D.** is equipped
- E. be equipped

**Answer: C** 

**Question No: 79** 

-- Exhibit-



#### **Quicksilver Delivery Service**

#### (A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

#### (B)

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

(10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

#### (D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

#### -- Exhibit --

Sentence 9: You never needs to leave the office or house!

Which correction should be made to sentence 9?

- A. insert all after you
- **B.** change needs to need
- C. change leave to leaves
- D. insert a comma after office
- **E.** no correction is necessary

**Answer: B** 

**Question No: 80** 

-- Exhibit-



#### **Quicksilver Delivery Service**

(A)

Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here!
 You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them.
 Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

(B

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

(C)

(10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

-- Exhibit --

Sentence 10ur regular delivery is quite effective and takes less than four hours.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- A. quite effective
- **B.** quiet effective
- C. quite affective
- **D.** quite, affective
- E. quite, affective,

**Answer: A** 

**Question No: 81** 

-- Exhibit-



#### **Quicksilver Delivery Service**

#### (A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

#### (B)

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

## (10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

#### (D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

#### -- Exhibit --

Sentence 1Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery.

Which is the most effective rewrite of sentence 12?

- **A.** Three hours or less by us is a rush job to consider delivering.
- **B.** Because it is less than three hours it is considered a rush delivery by us and it takes less time to deliver by us.
- **C.** By us, a delivery that is a rush delivery could take less than three hours and it is

considered a rush delivery.

- **D.** Delivering in less than three hours, the package delivered is considered a rush delivery.
- **E.** Any delivery of less than three hours is considered a rush delivery.

Answer: E

**Question No: 82** 

-- Exhibit-



#### **Quicksilver Delivery Service**

(A)

Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here!
 You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them.
 Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

(B

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

(10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

-- Exhibit --

Sentence 1Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

Which correction should be made to sentence 13?

- A. remove the comma after Wing
- B. remove the comma after service
- C. change guarantees to guarantee
- **D.** replace pact with packed
- **E.** no correction is necessary

**Answer: D** 

**Question No: 83** 

-- Exhibit-



#### **Quicksilver Delivery Service**

#### (A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

#### (B)

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

# (10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

## -- Exhibit --

Sentence 1 Regular delivery service is \$4.00, for any document or package weighing less than three pounds.

Which correction should be made to sentence 14?

- **A.** change service to services
- B. remove the comma after \$4.00
- C. insert a comma after document
- **D.** insert a comma after package

## E. no correction is necessary

**Answer: B** 

**Question No:84** 

-- Exhibit-



#### **Quicksilver Delivery Service**

(A

Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here!
 You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them.
 Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

(B

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

(C

(10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

(D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

-- Exhibit --

Sentence 1Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00.

Which correction should be made to sentence 15?

- **A.** insert is after Rush delivery
- **B.** replace \$4.00 and with \$4.00,
- **C.** replace \$4.00 and with \$4.00.And
- D. insert being after service,
- **E.** no correction is necessary

**Answer: A** 

**Question No: 85** 

-- Exhibit-



#### **Quicksilver Delivery Service**

#### (A)

(1) Quick, convenient, reliable delivery service in the Toronto metropolitan area is now here! (2) You no longer need to rely on the postal service because our bonded messengers will be there whenever you need them. (3) Missing a deadline because your delivery service was too slow will never happen when you choose our service: we'll never be late.

#### (B)

- (4) You are now most likely asking yourself an important question.
- (5) How we provide you with such a service? (6) The answer is simple.
- (7) All of our messengers equipped with a cellular phone. (8) Call our headquarters and get in touch with an operator who will dispatch a messenger to pick up your document or package. (9) You never needs to leave the office or house!

## (10) We offer three kinds of service. (11) Our regular delivery is quite effective and takes less than four hours. (12) Any delivery that is requiring less than three hours to deliver by us is considered by us to be a rush delivery. (13) Silver Wing, our super rush service, guarantees that your materials are pact and delivered in less than an hour.

#### (D)

(14) Regular delivery service is \$4.00, for any document or package weighing less than three pounds. (15) Rush delivery an additional \$4.00 and Silver Wing service, an additional \$8.00. (16) Visit our web site at <a href="https://www.quicksilver.com">www.quicksilver.com</a>, to learn more about our specialized services and volume discount rates. (17) The answer to all your delivery problems is only a phone call away. (18) Use our convenient toll-free number today!

#### -- Exhibit --

Sentence 16:Visit our web site at www.quicksilver.com, to learn more about our specialized services and volume discount rates.

Which correction should be made to sentence 16?

- A. replace site with cite
- **B.** remove the comma after www.guicksilver.com
- C. change specialized to specialize
- **D.** insert a comma after specialized

### E. insert a comma after services

**Answer: B** 

**Question No:86** 

-- Exhibit-



#### Memorandum

To: Jacqueline Dubois

Employee Relations

Royal Bank Financial Building

From: Nelson McCain

Program Manager Prescott Securities

Date: December 22, 2002

Re: Complaint about Security Guard

#### (A)

- I use your offices at 14 Wall St. three or four days a week. (2) I use both during office hours and after office hours. (3) I wish to complain about the rude and unprofessional behavior by one of your security guards.
   I have no complaint against your daytime guards, who are uniformly courteous and sensible in the way they carry out security requirements.
   However, Edgar Marvick, a guard working the late shift, has been repeatedly rude uncooperative, and disrespectful.
- (6) On more than one occasion, I have found his conduct both unprofessional and unacceptable. (7) Many times when I sign in after hours, fails he does to give me a pass slip that I need to use when I leave the building. (8) When I request a slip, he often tells me that I don't need one because he knows me, as I leave, he then asks me for one and requests my identification card. (9) Often, he does not ask others, but he questions if my card entitles me to use the building after hours. (10) Any guard who's properly trained and is current on building policy knows my type of card permits me to use the building at any time. (11) Because I am working on tight deadlines, having building access at all times is essential.
- (12) This security guard's remarks to me also have shown disrespect.
  (13) He told me the building was closing early. (14) As I was leaving he said, "Quitting so soon?", pretending he had not said anything about shorter hours. (15) If he told the truth about the shorter hours, he insulted me by suggesting I was lazy or did not need to use the building after hours.
  (16) If, however, he was not telling the truth about the hours, he was dishonest and made me sacrifice valuable work time. (17) As this pair of examples illustrates, his conduct is not only offensive, but it also causes employees and customers to lose patience.

(18) It seems to me that his conduct is not only offensive to me, but also is bad for your employee and customer relations in general. (19) Obviously, this security guard's unacceptable behavior should be addressed immediately.

-- Exhibit --

Sentences 1 and I use your offices at 14 Wall St.three or four days a week. I use both during office hours and after office hours.

The most effective combination of sentences 1 and 2 would include which group of words?

- A. week, I use them
- B. week, to use them I
- C. week, for them both
- D. week, hours of both
- E. week, both during

**Answer: E** 

#### **Question No: 87**

-- Exhibit --

Cowgirls

(A)

**A.** Who was the first rodeo cowgirls? B.While some of the earliest cowgirls were products of the American West, where they learned their skills on a ranch or farm, others came from different backgrounds.C.One had emigrated from Norway, another was a hairdresser from New York, and still another learned to ride horses on a Georgia plantation.D.Attracted by the excitement, glory, and possible financial rewards, this first group of daredevil riders and ropers rose to prominence in the first half of the 1900s.

(B)

**B.** Lucille Mulhall and Bertha Kalpernik were two of the first rodeo cowgirls.(6) As a teenager, Mulhall rode and put on a roping exhibition in a public celebration where Teddy Roosevelt was a guest.(7) During a visit to the Mulhall family's ranch Roosevelt witnessed Lucille's breathtaking ride on an outlaw horse.(8) Impressed by her skill and daring, Roosevelt later inviting Mulhall to lead the inaugural procession when he took office as president of the United States.(9) Kalpernik is believed to be the first cowgirl to ride a bucking horse in serious competition.(10) Around 1900, she rode 100 miles from Colorado to Wyoming to enter the previously all-male rodeo.(11) She won on a horse named Tombstone.(12) She rode him all the way back to Colorado! (13) Roy Rogers named his horse "Trigger" and Gene Autry, another famous singing cowboy, had ahorse named "Champ." (14) A year later, Kalpernik becomes the star performer in a Wild West show and

continued competing in top rodeos held throughout the country.(15) As true pioneers those women and many others are part of the history and heritage of the West.

Material adapted from Milt Riske. Those Magnificent Cowgirls: A History of the Rodeo Cowgirl. Cheyenne: Wyoming Publishing, 1983.

-- Exhibit --

Sentences 7:During a visit to the Mulhall family's ranch Roosevelt witnessed Lucille's breathtaking ride on an outlaw horse.

Which correction should be made to sentence 7?

- C. insert a comma after visit
- **D.** insert a comma after ranch
- E. change witnessed to having witnessed
- F. change Lucille's to Lucilles'
- G. insert a comma after ride

**Answer: B** 

#### **Question No: 88**

-- Exhibit --

Cowgirls

(A)

**A.** Who was the first rodeo cowgirls? B.While some of the earliest cowgirls were products of the American West, where they learned their skills on a ranch or farm, others came from different backgrounds.C.One had emigrated from Norway, another was a hairdresser from New York, and still another learned to ride horses on a Georgia plantation.D.Attracted by the excitement, glory, and possible financial rewards, this first group of daredevil riders and ropers rose to prominence in the first half of the 1900s.

(B)

**B.** Lucille Mulhall and Bertha Kalpernik were two of the first rodeo cowgirls.(6) As a teenager, Mulhall rode and put on a roping exhibition in a public celebration where Teddy Roosevelt was a guest.(7) During a visit to the Mulhall family's ranch Roosevelt witnessed Lucille's breathtaking ride on an outlaw horse.(8) Impressed by her skill and daring, Roosevelt later inviting Mulhall tolead the inaugural procession when he took office as president of the United States.(9) Kalpernik is believed to be the first cowgirl to ride a bucking horse in serious competition.(10) Around 1900, she rode 100 miles from Colorado to Wyoming to enter the previously all-male rodeo.(11) She won on a horse named Tombstone.(12) She rode him all the way back to Colorado! (13) Roy Rogers named his horse "Trigger" and Gene Autry, another famous singing cowboy, had a horse named "Champ." (14) A year later, Kalpernik becomes the star performer in a Wild West show and

continued competing in top rodeos held throughout the country.(15) As true pioneers those women and many others are part of the history and heritage of the West.

Material adapted from Milt Riske. Those Magnificent Cowgirls: A History of the Rodeo Cowgirl. Cheyenne: Wyoming Publishing, 1983.

-- Exhibit --

Sentence 8:Impressed by her skill and daring, Roosevelt later inviting Mulhall to lead the inaugural procession when he took office as president of the United States.

Which is the best way to write the underlined portion of this sentence? If the original is the best way, choose optionA.

- **C.** inviting
- **D.** did invite
- E. will invite
- F. invites
- G. invited

Answer: E

## **Question No:89**

-- Exhibit --

Cowgirls

(A)

**A.** Who was the first rodeo cowgirls? B.While some of the earliest cowgirls were products of the American West, where they learned their skills on a ranch or farm, others came from different backgrounds.C.One had emigrated from Norway, another was a hairdresser from New York, and still another learned to ride horses on a Georgia plantation.D.Attracted by the excitement, glory, and possible financial rewards, this first group of daredevil riders and ropers rose to prominence in the first half of the 1900s.

(B)

**B.** Lucille Mulhall and Bertha Kalpernik were two of the first rodeo cowgirls.(6) As a teenager, Mulhall rode and put on a roping exhibition in a public celebration where Teddy Roosevelt was a guest.(7) During a visit to the Mulhall family's ranch Roosevelt witnessed Lucille's breathtaking ride on an outlaw horse.(8) Impressed by her skill and daring, Roosevelt later inviting Mulhall to lead the inaugural procession when he took office as president of the United States.(9) Kalpernik is believed to be the first cowgirl to ride a bucking horse in serious competition.(10) Around 1900, she rode 100 miles from Colorado to Wyoming to enter the previously all-male rodeo.(11) She won on a horse named Tombstone.(12) She rode him all the way back to Colorado! (13) Roy Rogers named his horse "Trigger" and Gene Autry, another famous singing cowboy, had a horse named

"Champ." (14) A year later, Kalpernik becomes the star performer in a Wild West show and continued competing in top rodeos held throughout the country.(15) As true pioneers those women and many others are part of the history and heritage of the West.

Material adapted from Milt Riske. Those Magnificent Cowgirls: A History of the Rodeo Cowgirl. Cheyenne: Wyoming Publishing, 1983.

-- Exhibit --

Sentences 11 and 1She won on a horse named Tombstone. She rode him all the way back to Colorado!

The most effective combination of sentences11 and 12 would include which group of words?:

- C. Tombstone, when she
- D. Although she won
- E. to ride him
- **F.** After winning
- G. Colorado and Tombstone

**Answer: D** 

**Question No: 90** 

-- Exhibit --

Cowgirls

(A)

- **A.** Who was the first rodeo cowgirls? B.While some of the earliest cowgirls were products of the American West, where they learned their skills on a ranch or farm, others came from different backgrounds.C.One had emigrated from Norway, another was a hairdresser from New York, and still another learned to ride horses on a Georgia plantation.D.Attracted by the excitement, glory, and possible financial rewards, this first group of daredevil riders and ropers rose to prominence in the first half of the 1900s.

  (B)
- **B.** Lucille Mulhall and Bertha Kalpernik were two of the first rodeo cowgirls.(6) As a teenager, Mulhall rode and put on a roping exhibition in a public celebration where Teddy Roosevelt was a guest.(7) During a visit to the Mulhall family's ranch Roosevelt witnessed Lucille's breathtaking ride on an outlaw horse.(8) Impressed by her skill and daring, Roosevelt later inviting Mulhall to lead the inaugural procession when he took office as president of the United States.(9) Kalpernik is believed to be the first cowgirl to ride a bucking horse in serious competition.(10) Around 1900, she rode 100 miles from Colorado to Wyoming to enter the previously all-male rodeo.(11) She won on a horse named Tombstone.(12) She rode him all the way back to Colorado! (13) Roy Rogers named his

horse "Trigger" and Gene Autry, another famous singing cowboy, had a horse named "Champ." (14) A year later, Kalpernik becomes the star performer in a Wild West show and continued competing in top rodeos held throughout the country.(15) As true pioneers those women and many others are part of the history and heritage of the West.

Material adapted from Milt Riske. Those Magnificent Cowgirls: A History of the Rodeo Cowgirl. Cheyenne: Wyoming Publishing, 1983.

-- Exhibit --

Sentence 1 Roy Rogers named his horse "Trigger" and Gene Autry, another famous singing cowboy, had a horse named "Champ."

Which revision should be made to the placement of sentence 13?

- C. move sentence 13 to follow sentence 10
- **D.** move sentence 13 to follow sentence 14
- E. move sentence 13 to follow sentence 15
- F. remove sentence 13
- **G.** no revision is necessary

**Answer: D** 

**Question No: 91** 

-- Exhibit --

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