Fall 2021
ENC 1101 - 64947
Dr. Constance E. Holmes

GRAMMAR QUIZ FOUR

Due November 14, 2021

See: HCC Composition and Grammar ebook: Ch 18 Style; Ch 19.1 Numbers; Ch 19.2 Abbreviations; Ch 19.3 Capitalization; Ch 16.6 Hyphens; Ch 16.7 Dashes & Parentheses; Ch 16.8 Ellipsis & Brackets; Ch 16.9 Quotation Marks & Italics

PLEASE UPLOAD t Grammar Quizzes' Answer Sheet for Upload.docx TO Grammar Exam Four

1. True or False.
Chapter 18.1 explains that the concept of "person" when considering style in writing refers to the person in the narrative you are writing.

A. True. B. False

2. Select all that apply.
According to chapter 18.1, person is divided into different points of view that include...

A. 1st B. 2nd C. 3rd D. 4th

3. Select all that apply.
Chapter 18.1 details that when writing a formal, academic essay, you could use some of these pronouns.

A. me B. you C. it D. her

4. Select all that apply.
In academic writing, according to chapter 18.1, which point of view should be avoided?

A. 1st B. 2nd C. 3rd D. 4th

5. Select one answer.
As chapter 18.1 explains, which point of view is referred to as the “Spoken Voice?”

A. 1st B. 2nd C. 3rd D. 4th

6. Select all that apply.
As chapter 18.1 details, what are some typical occasions for writing in 2nd person?

A. A personal narrative B. A letter or email
C. A written speech or public address D. An argumentative essay

7. Select all that apply.
Chapter 18.2 details that there are different types of voice in English that include…

A. action B. active voice C. passive voice D. direct voice

8. Select all that apply.
According to chapter 18.3, these verbs are part of passive voice.
A. am B. is C. are D. was

9. Select all that apply.
As detailed in chapter 18.3, which sentences below are in passive voice?

A. She was hit by the ball. B. She ate the hamburger.
C. She wrote the number one book of the year. D. She was identified as the thief.

10. Select all that apply.
Based on your reading of chapter 18.2, which sentences below use passive voice appropriately?

A. The ceremony was finished; we arrived late. B. The hamburger was eaten by the man
C. The baby was well fed. D. She was not worried about what was going to happen next.

11. Fill in the Blank.
This sentence comes directly from the text regarding voice. Select the answer as it appears in chapter 18.2.

"You should generally avoid _____ voice as it tends to create a style in which the reader may not immediately see the action or meaning that you are trying to convey."

A. action B. voice active C. voice passive D. voice direct voice

12. Fill in the Blank.
This sentence comes directly from the text regarding diction. Select the answer as it appears in chapter 18.3.
"Most frequently, 'diction' simply means word choice—the choice and use of _____ and phrases in writing and speaking."

A. punctuation B. modifiers C. words D. vocabulary

13. Fill in the Blank.
This sentence comes directly from the text regarding diction. Select the answer as it appears in chapter 18.3.
"_____ are the associations that people make with [the dictionary definition of a] term."

A. Emotions B. Denotations C. Connotations D. Perceptions

14. Fill in the Blank.

This sentence comes directly from the text regarding diction. Select the answer as it appears in chapter 18.3.

"_____ refer to the dictionary definition of a term."

A. Meaning B. Association C. Connotation D. Denotation

15. Select all that apply.

According to Chapter 18.3 in *Composition and Grammar* for *HCC* by *HCC*, it is important to choose the diction you write with because….

A. it can have a negative connotation. B. It can have a positive connotation.
C. it helps to avoid clichés. D. of the association your readers may have with it.

16. Select all that apply.

As *Composition and Grammar* for *HCC* by *HCC*'s chapter 18.3 details, even though it is important to be descriptive in your writing, you should avoid "over-the-top" language because…

A. it is too formal B. it is an exaggeration.
C. it is overly dramatic. D. it can be hard to take writers seriously if they use it.

17. Select all that apply.

After reviewing chapter 18.4, identify the style errors in clarity and conciseness in the following sentence.

In life, we often wish that things would be different, but everything always works out for the best.

A. cliché B. vague noun C. generalization D. unnecessary repetition

18. Select all that apply.

After reviewing chapter 18.4, identify the style errors in clarity and conciseness in the following sentence.

The lawyers studied every aspect of the case due to the fact that they believed their client was as innocent as a newborn babe.

A. cliché B. vague noun C. generalization D. unnecessary repetition E. wordy phrasing

19. Select all that apply.

After reviewing chapter 18.4, identify the style errors in clarity and conciseness in the following sentence.

All things considered, communicating clearly is easy, and we can all do things to write more concisely.

A. cliché B. empty phrase C. generalization D. vague noun

20. Select all that apply.
After reviewing chapter 18.4, identify the style errors in clarity and conciseness in the following sentence.

He was the kind of man who was never satisfied, even with all that he had, and he often did things that revealed his own self-interest.

A. cliché B. empty phrasing C. generalization D. vague noun

21. Select all that apply.
After reviewing chapter 18.4, identify the style errors in clarity and conciseness in the following sentence.

We regret to inform you that at the present time we are not hiring people with your qualifications; however, in the event that the situation changes, we would be happy to reconsider your application and provide you a further opportunity to interview for a more suitable position.

A. unnecessary repetition B. cliché C. vague noun D. wordy phrasing

22. True or False.
Chapter 18.4 explains that clichés often create wordy and uninspiring sentences. A. True. B. False.

23. True or False. According to chapter 18.4, to write more precisely, avoid generalizations and adverbs like "always" and "never." A. True. B. False

24. True or False.
Based on your reading of chapter 18.4, you should replace words like "because" with wordy phrases like "due to the fact" to help your writing sound more mature and academic. A. True B. False

25. True or False.
Chapter 18.4 details that you should avoid vague nouns like "thing" and "aspect" and replace them with more precise and interesting nouns. A. True B. False

26. True or False.
According to chapter 18.4, avoid empty phrases like "kind of" when an article will do: Write "He was a man we could trust," rather than "He was the kind of man we could trust." A. True B. False

27. Select all that apply.
According to Chapter 18 in *Composition and Grammar* for *HCC* by *HCC*, in academic writing, there is an expectation…

A. of more formal writing. B. of using fancy words.
C. that you should consider your audience. D. that you should lecture your readers

28. Select all that apply.
Chapter 18 in *Composition and Grammar* for *HCC* by *HCC* provides an example of two sentences, one academic and one less academic. Then, the chapter explains what makes the one sentence less academic.

A. using the second person B. making assumptions
C. using first person D. using an accusatory tone

29. True or False.
According to chapter 18, when considering the tone of your essay, it is important to consider the way you want your audience to think about your topic. A. True B. False

30. Select all that apply.
As Chapter 18 explains about tone, ranting and preaching are unacceptable for academic writing because…

A. they are reflections of personal thoughts.
B. They read like stream of consciousness.
C. they persuade the audience.
D. they provide objective reasoning.

31. Select all that apply.
Chapter 18 details multiple ways to avoid ranting and preaching in your writing. Some of these ways are by…

A. using first person.
B. organizing your argument.
C. planning your ideas.
D. knowing different sides of the argument.

32. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. 25,000 people were waiting to enter the stadium.
B. Twenty-five thousand people were waiting to enter the stadium.
C. 25 thousand people were waiting to enter the stadium.

33. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. The turnout for the game was only five thousand fans.
B. The turnout for the game was only 5,000 fans.
C. The turnout for the game was only 5 thousand fans.

34. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. The current minimum wage in Florida is $8.10.

B. The current minimum wage in Florida is 8 dollars and 10 cents.

C. The current minimum wage in Florida is eight dollars and ten cents.

35. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. You can find the answer to that math problem on page ninety-nine.
B. You can find the answer to that math problem on page 99.
C. You can find the answer to that math problem on page ninety nine.

36. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. The survey determined that 99% of dentists recommend brushing daily.
B. The survey determined that ninety-nine percent of dentists recommend brushing daily.
C. The survey determined that ninety-nine % of dentists recommend brushing daily.

37. Select one. If this sentence was in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. A trip to Mars will take about eight months and cover thirty-three point nine million miles.
B. A trip to Mars will take about 8 months and cover 33.9 million miles.
C. A trip to Mars will take about eight months and cover 33.9 million miles.

38. Select one. If this sentence were in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. We waited for three and one-half hours for the plane to arrive.
B. We waited for 3 ½ hours for the plane to arrive.
C. We waited for three and 1/2 hours for the plane to arrive.

39. Select one.
If this sentence were in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. Both an alligator and a grizzly bear weigh about 550 lbs.
B. Both an alligator and a grizzly bear weigh about five hundred and fifty pounds.
C. Both an alligator and a grizzly bear weigh about 5 hundred and 50 lbs.

40. Select one. If this sentence were in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. My father will turn sixty-two this November.
B. My father will turn 62 this November.
C. My father will turn sixty two this November.

41. Select one. If this sentence were in an academic paper, select the sentence below that uses the correct form for writing numbers.

A. Two girls sold over one million records in their first year.
B. 2 girls sold over 1 million records in their 1st year.
C. 2 girls sold over one million records in their 1st year.

42. True or False. Abbreviate titles when they appear before or after a name. A. True B. False

43. True or False. You should abbreviate common Latin terms. A. True B. False.

44. True or False. You need to abbreviate states such as FL. A. True B. False

45. True or False. There are different abbreviation styles based on the documentation style of your essay (e.g. MLA, APA, Chicago, etc.). A. True B. False

46. True or False. The following sentence is abbreviated correctly.
"There are different abbreviation styles based on the documentation style of your essay (e.g. MLA, APA, Chicago, AMA, etc.)." A. True B. False

47. True or False. When documenting a paper in MLA, within the Works Cited, you should write out the month. A. True B. False

48. Select all that apply. When writing an essay, using the following in the body of the paper are correctly abbreviated.

A. Dr. Oz B. Mr. Right C. Dec. D. etc.

49. Select all that apply. Based on the rules of abbreviations, which options below present the correct format?

A. Dr. Phil B. Doctor Phil C. Tampa, Florida D. Tampa, FL.

50. Select all that apply . Based on the rules of abbreviations, which options below present the correct format?

A. 5:30 AM B. 5:30 p.m. C. 600 AD D. 600 B.C.E.

51. Select all that apply.
The following sentences are properly abbreviated.

A. When I was younger, we used to travel every summer, and my favorite place we visited was CO.

B. Before my husband and I got married, he lived in Florida for school and I lived in Illinois for school, but we would make the two-hour flight back and forth as often as possible.

C. It wasn't until I had to make the 30 min. trip every day to get to work that I really began enjoying audiobooks.

D. Last Saturday at 12:30 PM in Bloomington, Illinois, Mr. and Mrs. Owen celebrated their wedding surrounded by friends and family.

52. Select one. Choose the sentence that uses hyphens correctly.

A. Answers to the twenty-five questions were well known by everyone.
B. Answers to the twenty five questions were well known to everyone.
C. Answers to the twenty-five questions were well-known to everyone.
D. Answers to the twenty five questions were well-known to everyone.

53. Select one. Choose the sentence that uses hyphens and apostrophes correctly. (The correct sentence may not have an apostrophe in it).

A. The three year old child is theirs. B. The three-year-old child is their's.
C. The three-year-old child is their. D. The three-year-old-child is their's.

54. Select one. Choose the sentence that uses hyphens correctly.

A. She is a two year old child. B. She is a two-year-old child. C. She is a two-year old child.

55. Select one. Choose the sentence that uses hyphens correctly.

A. The well-known author signed fans books at the local bookstore.
B. The well-known author signed fans books at the local-bookstore.
C. The well known author signed fans books at the local bookstore.
D. The well known author signed fans books at the local-bookstore.

56. Select one. Choose the sentence that uses hyphens correctly.

A. I owed one-hundred and twenty-three dollars.
B. I owed one hundred and twenty-three dollars.
C. I owed one-hundred and twenty three dollars.
D. I owed one hundred and twenty three dollars.

57. Select one. Choose the sentence that uses hyphens correctly.

A. The ill fated flight crashed into the ocean.
B. The ill-fated flight crashed into the ocean.
C. The ill-fated-flight crashed into the ocean.

58. Select one. Choose the sentence that uses hyphens correctly.

A. That is an ill conceived notion. B. That is an ill-conceived notion.
C. That is an ill-conceived-notion.

59. Select one. Choose the sentence that uses hyphens correctly.

A. Three fifths of the work is complete. B. Three fifths' of the work is complete.
C. Three-fifths of the work is complete.

60. Select one. Choose the sentence that uses hyphens correctly.

A. That story is well known. B. That story is well-known.

61. Select one. Choose the sentence that uses hyphens correctly.

A. The poet was well known to the audience.
B. The poet was well-known to the audience.
C. The poet was well-known-to-the-audience.

62. Select one. Read the following sentence and decide where you should place the parentheses.

There are two basic ingredients: 1 milk and 2 chocolate.

A. (two) B. (basic) C. (1 milk and 2 chocolate). D. (1) milk and (2) chocolate.

63. Select one. Read the following sentence and decide where you should place the parentheses.

My grandma's sauce recipe the one specifically for Christmas calls for baccala.

A. (sauce) B. (the one specifically) C. (the one specifically for Christmas) D. (calls for baccala).

64. Select one. Read the following sentence and decide where you should place the parentheses.

It is hard shopping for 9 people 10 including the baby.

A. (hard) B. (9 people) C. (10) D. (10 including the baby).

65. Select one. Read the following sentence and decide where you should place the parentheses.

Her new title Controller brought a significant pay increase.

A. (new) B. (new title) C. (Controller) D. (significant)

66. Select one. Read the following sentence and decide where you should place the parentheses.

The Norton Anthology of World Literature is available in six volumes; three of them present material for early world literature volumes A, B, and C.

A. (*of World Literature*) B. (six) C. (early world literature) D. (volumes A, B, and C)

67. Select one. Read the following sentence and decide where you should place the parentheses.

The woman actually, her daughter hit my car with the shopping cart.

A. (The woman) B. (actually), C. (actually, her daughter) D .(with the shopping cart).

68. Select one. Read the following sentence and decide where you should place the parentheses.

Harry Potter's two best friends Ron Weasley and Hermione Granger play a major role in helping Harry develop as a wizard.

A. (best) B. (Ron Weasley and Hermione Granger) C. (develop) D. (develop as a wizard).

69. Select one. Read the following sentence and decide where you should place the parentheses.

I was having a conversation with my sister-in-law Jori when my mom walked into the room.

A. (with my sister-in-law Jori) B. (sister-in-law) C. (Jori) D. (when my mom walked in the room)

70. Select one. Read the following sentence and decide where you should place the parentheses.

The writer of "The Story of an Hour," Kate Chopin 1850-1904, not only wrote many short stories but also wrote novels, many of which were thought to be vulgar during her time.

A. (Kate Chopin) B. (1850-1904) C. (many of which) D. (during her time)

71. Select one. Read the following sentence and decide where you should place the parentheses.

Please make sure you take some time and review the chapter on parentheses 16.8.

A. (Please) B. (some) C. (on parentheses) D. (16.8).

72. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. I know the song "Tomorrow," however, I don't want to sing it.
B. I know the song, "Tomorrow;" however, I don't want to sing it.
C. I know the song "Tomorrow"; however, I don't want to sing it.
D. I know the song: "Tomorrow;" however, I don't want to sing it.

73. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Do you like the poem "Mending Wall?" B. Do you like the poem, "Mending Wall?"
C. Do you like the poem "Mending Wall"?

74. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. I like the poem "Mending Wall."
B. I like the poem "Mending Wall". C. I like the poem: "Mending Wall".

75. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Do you like the poem, "Metaphors?" B. Do you like the poem: "Metaphors"?
C. Do you like the poem; "Metaphors"? D. Do you like the poem "Metaphors"?

76. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. The chairman said that he was quitting. B. The chairman said, "that he was quitting."
C. The chairman said that "he was quitting." D. The chairman said that" "he was quitting."

77. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Margaret asked "How can I help you"? B. Margaret asked: "How can I help you"?
C. Margaret asked; "How can I help you?" D. Margaret asked, "How can I help you?"

78. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. She likes the song, "Feelings;" however, she doesn't feel like singing it.
B. She likes the song: "Feelings," however she doesn't feel like singing it.
C. She likes the song "Feelings"; however, she doesn't feel like singing it.
D. She likes the song "Feelings," however, she doesn't feel like singing it.

79. Select one. How do you label the title of a book?

A. italicize or underline B. quotation marks

80. Select one. How do you label the title of a magazine?

A. italicize or underline B. quotation marks

81. Select one. How do you label the title of a painting?

A. italicize or underline B. quotation marks

82. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. "Do you know Billy Collins's poem 'On Turning Ten'?" she asked.
B. "Do you know Billy Collins's poem "On Turning Ten"? she asked.

83. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Joan said that this poem is her favorite in the entire book.
B. Joan said that "This poem is her favorite in the entire book."

84. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Turning towards her brother, she cried, "Help!" B. Turning towards her brother, she cried, "Help"!

85. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. "What's the matter?" he asked. B. "What's the matter," he asked?

86. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. In his article "Building a Better Vocabulary," Darling suggests making vocabulary development a personal mission in life.
B. In his article *Building a Better Vocabulary,* Darling suggests making vocabulary development a personal mission in life.

87. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. John's English professor asked him what was wrong.
B. John's English professor asked him "what was wrong?"

88. Select one. How do you label the title of a movie?

A. italicize or underline B. quotation marks

89. Select one. How do you label the title of an entire website?

A. italicize or underline B. quotation marks

90. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Psychologists agree that Kinsey's work is "influential."
B. Psychologists agree that Kinsey's work is 'influential.'

91. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. *Carpe diem* means "seize the day" in Latin. B. "Carpe diem" means "seize the day" in Latin.

92. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Did he really say, "The decision is up to you?" B. Did he really say, "The decision is up to you"?
C. Did he really say, "The decision is up to you?"? D. Did he really say, "The decision is up to you."

93. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. One of my favorite songs is, "God Bless America.
B. One of my favorite songs is, "God Bless America".
C. One of my favorite songs is: "God Bless America."
D. One of my favorite songs is "God Bless America."

94. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. "Why didn't you answer me?" she asked him carefully.
B. "Why didn't you answer me," she asked him carefully?
C. "Why didn't you answer me?" she asked him carefully?
D. "Why didn't you answer me, she asked him carefully?"

95. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Did she ask, "How are you today?" B. Did she ask, "How are you today"?
C. Did she ask, "How are you today?"? D. Did she ask? "How are you today?"

96. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. I like the song "America the Beautiful". B. I like the song, "America the Beautiful."
C. I like the song, "America the Beautiful". D. I like the song "America the Beautiful."

97. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. Did she really say, "You are an idiot?" B. Did she really say? "You are an idiot"?
C. Did she really say, "You are an idiot"? D. Did she really say, "You are an idiot".

98. Select one. Read the following sentences and choose the one that is punctuated and formatted correctly.

A. I don't know the song, "Tomorrow". B. I don't know the song "Tomorrow".
C. I don't know the song "Tomorrow." D. I don't know the song: "Tomorrow."

99. Select one. How do you label the title of a short story?

A. quotation marks B. italicize or underline

100. Select one. How do you label the title of a TV show?

A. italicize or underline B. quotation marks

PLEASE USE THE Grammar Quizzes' Answer Sheet for Upload.docx**, AND UPLOAD IT TO** Grammar Exam Four

THE FOLLOWING WORKSHEET IS FOR YOUR CONVENIENCE ONLY.

ANSWER WORKSHEET

PLEASE UPLOAD Grammar Quizzes' Answer Sheet for Upload.docx TO CANVAS Grammar Exam Four

Qs. 1. – 25.	Qs. 26. – 50.	Qs. 51. – 74.	Qs. 75. – 100.		
1. A	26. A	51. B C D	76. A		
2. A B C	27. A	52. A	77. C		
3. C D	28. B D	53. D	78. C		
4. B	29. A	54. B	79. B		
5. A	30. A	55. A	80. A		
6. B	31. B C D	56. B	81. A		
7. B C	32. B	57. B	82. A		
8. A B C D	33. B	58. C	83. A		
9. A D	34. A	59. C	84. A		
10. B C	35. B	60. A	85. A		
11. C	36. A	61. A	86. B		
12. C	37. B	62. D	87. A		
13. C	38. A	63. C	88. B		
14. D	39. A	64. D	89. A		
15. D	40 A	65. C	90. B		
16. C	41. A	66. C	91. A		
17. C	42. A	67. C	92. B		
18. A	43. A	68. B	93. B		
19. D	44. B	69. C	94 A		
20. B	45. B	70. B	95. A		
21. D	46. B	71. D	96. A		
22. A	47. B	72. A	97. D		
23. A	48. A B D	73. B	98 B		
24. B	49. A C	74. B	99. A		

25. A	50. C	75. D	100. A		