**3DE at Banneker High School**

**Summer Grammar Review Packet**

*Directions:* Carefully read the information provided. This packet will provide you with a basic overview and review of certain grammar conventions. Answer the questions where indicated.

**Quotation Marks**

1. Use quotation marks to enclose direct quotations (the actual words of a speaker), but do not use them to enclose indirect quotations or summaries of what was said.

 He said, "You are old enough to know better."

 He said that I was old enough to know better.

2. If the direct quotation is interrupted by expressions such as "he said," or "he stated," use the quotation marks to enclose only the quoted words.

 "We may find," he said, "that population control is not the answer."

3. Place the comma and the period inside the quotation marks, and the semicolon outside. Put the exclamation mark and the question mark inside the quotation marks when they apply to the quoted material, but put them outside when they apply to the whole sentence.

 "Of course," he replied, "I remember you."

 The witness said, "I swear to the truth of my statement."; however, the jury remained unconvinced.

 He asked, "Where are you going?"

 Did she really say, "I accept your invitation"?

4. If you are quoting two or more sentences together, use only one set of quotation marks to enclose all the sentences.

 Mary shouted, "Wait for me. I'll be ready in two minutes."

5. Use quotation marks to enclose parts of longer works (such as chapter titles, articles, essays, etc.) and titles of short works (such as short stories, short poems, one-act plays, songs, speeches, etc.) Underline (to indicate italics) long, separate works such as book titles, magazines, newspapers, movies, and plays. Names of ships, airplanes, and trains are also underlined.

 Benet's story, "The Devil and Daniel Webster" was first published in the Saturday Evening Post.

 "Every Monday" was a favorite song of hers.

6. Use quotation marks to identify words which are being discussed as words.

 His favorite expressions were "you know" and "like."

7. Use single quotes to indicate a quotation within a quotation.

 Alice explained, "Mary said to me, 'Be careful,' but I forgot."

**Direct Quotations**

Quotation marks always set off the exact words of a speaker. Periods and commas are usually placed inside the quotation marks. Question and exclamation marks are placed inside the quotation marks if they pertain to the quotation.

**Directions:** Place quotation marks and correct punctuation in the following sentences. Underline the quotation.

1. I'll see you in Room 4222 after school said Mrs. Thomas
2. Carolyn and Barbara answered together Present
3. Ruth inquired What is the temperature today
4. Time to rise and shine called Mother
5. Mr. Brandt asked Who is responsible for this
6. Patrick Henry said Give me liberty or give me death
7. Who said A penny saved is a penny earned
8. Bob called We're over here
9. You must answer that note at once remarked Anne
10. She said What a delicious dinner that was
11. Someone once said A thing of beauty is a joy forever
12. Coach beckoned to Charles and said Go into that game and play hard
13. Why don't you come over to my house asked Jeff
14. Unless you attend all the rehearsals, you cannot be in the play the director said

**Directions:** Capitalize and punctuate the following sentences.

1. Full speed ahead bellowed the skipper and ram that boat
2. All the evidence points to your guilt insisted the prosecutor
3. I can see said Dr. Richmond that you have a fever
4. Sergeant Bowers said at ease men
5. Take a vote shouted the crowd
6. Who will go for water asked the leader
7. Over the public address system a voice announced please remain in your seats
8. If you buy the boardwalk property explained Marty you'll probably win the game
9. The nurse asked will you pay your bill now
10. Did you see the movie wondered Linda

**Subject and Verb Agreement**

1. When the subject of a sentence is composed of two or more nouns or pronouns connected by *and*, use a plural verb.

 --she and her friends are

 When two singular subjects refer to the same person, a singular verb is required.

 --My friend and cousin was responsible for my becoming a teacher.

1. When two or more singular nouns or pronouns are connected by *or* or *nor*, use a singular verb.

 --the book or the pen is

1. When a compound subject contains both a singular and plural noun or pronoun joined by *or* or *nor*, the verb should agree with the part of the subject that is nearer the verb. This rule is also used for *either/or* and *neither/nor*.

 --the boy or his friends run

 --his friends or the boy runs

 --neither Larry nor his classmates were

 If compound subjects are thought of as belonging together, a singular verb is used.

 --ham and eggs

 --horse and buggy

 --gin and tonic

1. *Doesn't* is a contraction of *does not* and should be used only with a singular subject. Don't is a contraction of do not and should be used only with a plural subject.

 --he doesn't

 --they don't

1. Do not be misled by a phrase that comes between the subject and the verb. The verb agrees with the subject, not with a noun or pronoun in this phrase.

 --one of the boxes is

 --the people who listen to the music are

 --the team captain, as well as his players, is

 --the book, including all the chapters in the first section, is

 --the woman with all the dogs walks

1. Singular or Plural Verbs Used with Relative Pronouns

Relative pronouns usually refer to the nearest noun (not necessarily the subject of the sentence). Consequently, a relative pronoun is singular or plural according to the number of the word it refers to. This relationship determines the subject-verb agreement pattern.

 Jones and Smith are like the fellow who (throws, throw) the baby out with the bath water.

 *Who* refers to fellow, making who singular and requiring throws for correct pronoun-verb agreement.

1. The words *each, each one, either, neither, everyone, everybody, anybody, anyone, nobody, somebody, someone*, and *no one* are singular and require a singular verb.

 --each one of these hot dogs is

 --everybody knows

 --either is

1. Nouns such as *civics, dollars, mathematics, measles,* and *news* require singular verbs even though they are plural in form.

 --The news is boring.

 --Mathematics is my favorite subject.

1. Nouns such as *scissors, tweezers, trousers,* and *shears* require plural verbs. (There are two parts to these things.)
2. Delayed Subjects -- in sentences beginning with *there is* or *there are*, the subject follows the verb. Since there is not the subject, the verb agrees with what follows.

 --there are many questions

 --there is a question

1. Collective nouns are words that imply more than one person but that are considered singular as one unit and take a singular verb, such as: *group, team, committee, class, family, jury*. In a very few cases, the plural verb is used if the individuals in the group are thought of and specifically referred to.

 --The team runs.

 --The jury has left the courtroom for its hotel.

 --The committee decides.

 --The family holds an annual reunion.

 --My family have never been able to agree.

1. Separated Subjects are often called parenthetical expressions and include *along with, as well as, together with, accompanied by,* and *in addition to*. These expressions should be disregarded; they do not change the number of the subject from singular to plural. If the subject is singular, the verb is too.

 --Elaine as well as her sister belongs to the Girl Scouts.

**Subject-Verb Agreement**

**Review**: Subject-verb agreement requires the correct ending on the verb to match the singular or plural subject. Agreement is an issue only in the present tense, since all verbs in other tenses are exactly the same for singular or plural subjects (except *was* and *were*).

The Rule:

If a noun ends in *s*, it is plural, usually.

If a verb ends in *s*, it is singular.

**Example**: John (do, does) his work.

*John* is singular, so you need a singular verb. *Does* is singular because it ends in *s*.

**Directions**: Underline the subject in each of the following sentences and then circle the verb in parentheses that correctly completes the sentence.

1. Each of the math problems (take, takes) twenty minutes to solve.
2. Some of the spectators (are, is) already leaving the stadium.
3. Neither of your arguments (are, is) very convincing.
4. All of the time-outs (has, have) been used.
5. No one on the highways (is, are) exempt from the traffic rules.
6. Several of the group (have, has) taken the trip before.
7. Anyone with glasses (need, needs) to wear them for the driving exam.
8. None of the car breakdowns (were, was) reported in the newspaper.
9. The shears (were, was) left outside in the rain.
10. Ms. Burns, as well as Dr. Carroll, (teach, teaches) home economics.
11. Neither of the girls (has, have) seen the movie.
12. Any one of the three car routes (is, are) better than the one that goes through town.
13. Both of the boys in the family (has, have) red hair.
14. Either of those answers (is, are) correct.
15. The family (plan, plans) to go swimming.
16. Some fans in the grandstand (were, was) shouting at the umpire.
17. Three dollars (is, are) a lot of money for that magazine.
18. All of the trouble between the settlers and the natives who lived there (were, was) the result of a misunderstanding.

**Subject-Verb Agreement**

**Review**: Subject-verb agreement requires the correct ending on the verb to match the singular or plural subject. Agreement is an issue only in the present tense, since all verbs in other tenses are exactly the same for singular or plural subjects (except *was* and *were*).

**Directions**: Choose the right word from the two given in parentheses.

1. One of the most dangerous kinds of mushrooms (are, is) the death angel.
2. The glass in these doors (have, has) been treated to prevent sweating.
3. Films of our team in action (is, are) shown after every game.
4. A schedule of arrivals and departures (are, is) posted on the wall.
5. His arrogance, as well as his ignorance, (annoy, annoys) them.
6. Many of the ship's passengers (was, were) seasick.
7. One of Grant Wood's best-known paintings (are, is) "American Gothic."
8. (Do, Does) either of you have change for a dollar?
9. Nobody in the House or Senate (dare, dares) oppose the bill.
10. Several of the fuses (have, has) blown.
11. Either my brothers or my sister (are, is) going with me.
12. Neither the quarterback nor the two tackles (was, were) eligible.
13. (Have, Has) either the doctor or his assistant made an appointment for you?
14. Which (is, are) more beautiful, spring flowers or autumn flowers?
15. In the basement (is, are) a power saw and an electric drill.
16. The main unfinished business (is, are) the disarmament negotiations.
17. (Here's, Here are) some economic forecasts that point to a bright future.
18. Posted on every bulletin board (is, are) a copy of the rules.
19. Politics (are, is) not for those who cannot stand ridicule.
20. You are the only one of the members who (has, have) failed to vote.
21. This is the longest of the selections that (is, are) to be played.
22. This is one of the European cars that (has, have) automatic transmission.
23. The rose is one of the flowers which (requires, require) great care.
24. The bluejay is one species which (visits, visit) the feeder frequently.