Grammar Guide

Punctuation Rules

A period is used...
- at the end of declarative sentences and mild imperatives.
- after initials and abbreviations.
- only once for a sentence ending with an abbreviation.

A question mark is used...
- at the end of an interrogative sentence.

An exclamation mark is used...
- after a word, phrase, or sentence showing strong feeling.

A comma is used...
- to separate two or more adjectives of equal rank.
- to set off a direct quotation.
- to separate three or more words, phrases, or clauses in a series.
- to separate two independent clauses in a compound sentence.
- to set off a word, phrase, or dependent clause at the beginning of a sentence.

A semicolon is used...
- to separate independent clauses very close in meaning but not separated by and, but, or, nor, for, or yet.
- to separate items in a series when the series already contains commas.

A colon is used...
- before a list of items or details.
- before a statement that summarizes the original statement.
- before a long, formal quotation or statement.

Parentheses are used...
- to set off words, phrases, clauses, or sentences which are independent of the main part of the sentence.

Quotation marks are used...
- to set off a direct quotation. (Single quotation marks are used for quotes within quotes.)
- to set off words, phrases, or sentences referred to in the sentence.
- to set off slang and foreign words or phrases.

Pronoun-Antecedent Agreement

- A personal pronoun must agree with its antecedent in person, number, and gender.
- Collective nouns are singular when the group is acting as a single unit.
- Collective nouns are plural when the members of the group are acting independently.
  Example:
  The orchestra disagree on the selections for the concert.

Subject-Verb Agreement

- Normally, when two or more subjects are connected by and, the subject is plural and requires a plural verb.
  Fred and Dave like this class.
- If the two subjects form a unit, the subject is then singular and requires a singular verb.
  Chicken and dumplings is my favorite meal.
- Two singular subjects joined by or are considered singular and require a singular verb.
- When one of the subjects is singular and the other is plural, the verb agrees with the subject that is nearer.
- The subject of the sentence is never affected by intervening phrases that might come between it and the verb.
- A collective noun that is singular requires a singular verb.
- If the collective noun indicates by its usage that the individual members are acting separately, then a plural verb is required.
- A plural noun that shows weight, extent, or quantity is singular and takes a singular verb.
  Ten dollars is the price of this tape.

Rules for Titles

- All principal words in titles are capitalized. Do not capitalize prepositions, coordinating conjunctions, and articles unless they begin the title.
- Underline the titles of books, magazines, newspapers, and films. (Italics may take the place of underlining if you are using a word processor capable of doing it.)
- Quotation marks are used to enclose the titles of magazine articles, chapters of books, names of songs, and titles of poems.

Capitalization Rules

- Capitalize names of particular persons, places, and things.
- Capitalize titles of rank when they come before a person's name.
- Do not capitalize the names of the seasons of the year unless they are personified.
- The words *north, south, east,* and *west* are capitalized only when they refer to sections of the country, not directions.
- The names of school subjects are not capitalized unless they are names of languages.
- All words that refer to a specific deity and sacred books are capitalized.

The "Of" Error

- Do not substitute the preposition *of* for the auxiliary verb *have.*
  Common error forms are:
  could of
  should of
  You should use:
  could have
  should have

[English Guide Syntax](#)

J Ma

English Guide Syntax:

The syntax of early English Olga Fischer,Ans van Kemenade,Willem Koopman,Wim van der Wurff,2000 This book is a guide to the development of English syntax between the Old and Modern periods Beginning with an overview of the main features of early English syntax it gives a unified account of the significant grammatical changes that occurred during this period Four leading experts demonstrate how these changes can be explained in terms of grammatical theory and the theory of language acquisition Drawing on a wealth of empirical data the book covers a wide range of topics including changes in word order infinitival constructions and grammaticalization processes   Surface Syntax of English Igor? Aleksandrovi? Mel??uk,Nikola? Viktorovich Pert?s?ov,1987 This book is the first attempt to describe the syntax of Contemporary English exclusively in terms of dependencies most American works on the subject being in terms of phrase structure or constituency The three main features of it are 1 a fully formal presentation 2 a reasonably complete coverage of English surface syntax and 3 an exposition oriented towards human readers rather than computers The book can be recommended for several categories of readers specialists in English syntax linguists interested in general and theoretical syntax computational linguists researchers in related fields including psychology and artificial intelligence concerned with automatic processing both synthesis and analysis of English texts   **Descriptive Syntax of the Old English Charters** Charles Merritt Carlton,2013-02-18 No detailed description available for Descriptive Syntax of the Old English Charters   English Usage Guides Ingrid Tieken-Boon van Ostade,2018 This volume explores both historical and current issues in English usage guides or style manuals Chapters look at how and why these guides are compiled and by whom what sort of advice they contain how they differ from grammars and dictionaries and how attitudes to usage have changed   *Old English Syntax* John McLaughlin,2012-01-02 No detailed description available for Old English Syntax   **An Historical Syntax of the English Language** F.Th. Visser,2023-05-08 Frederik Theodor Visser s An Historical Syntax of the English Language published in four massive volumes between 1963 and 1973 is certainly one of the cornerstones of research in English linguistics Visser s achievements can hardly be overestimated Before the advent of modern corpus linguistics he compiled a remarkable wealth of detailed philological data from all periods of English and combined this with current grammatical analyses of his time This has made this publications an indispensable resource for anyone investigating the history of English syntax This reproduction of Visser s volumes is more than welcome and timely as the volumes have been out of print for quite some time and were sometimes a little bit difficult to navigate Having a searchable and easy to use online version although maybe not perfect available now means a revival for scholarship that celebrates its fiftieth birthday without losing any of its relevance

Adventures in English Syntax Robert Freidin,2020-02-20 An engaging introduction to English sentence structure showing how users can apply this knowledge to become better readers and writers   **A Bibliovect Guide to the Literature in English and Theoretical Syntax** Lawrence R. Smith,1981   **Comparative Syntax of Old English and Old Icelandic**

Graeme Davis,2006 Study of the syntax of Old English and Old Icelandic has for long been dominated by the impressions of early philologists Their assertions that these languages were free in their word order were for many years unchallenged Only within the last two decades has it been demonstrated that the word order of each shows regular patterns which approach the status of rules and which may be precisely described This book takes the subject one step further by offering a comparison of the syntax of Old English and Old Icelandic the two best preserved Old Germanic languages Overwhelmingly the two languages show the same word order patterns as do the other Old Germanic languages at least as far as can be determined from the fragments which have survived It has long been recognised that Old English and Old Icelandic have a high proportion of common lexis and very similar morphology yet the convention has been to emphasise the differences between the two as representatives respectively of the West and North sub families of Germanic The argument of this book is that the similar word order of the two should instead lead us to stress the similarities between the two languages Old English and Old Icelandic were sufficiently close to be mutually comprehensible This thesis receives copious support from historical and literary texts Our understanding of the Old Germanic world should be modified by the concept of a common Northern Speech which provided a common Germanic ethnic identity and a platform for the free flow of cultural ideas **Microsoft Manual of Style** Microsoft Corporation,2012-01-15 Maximize the impact and precision of your message Now in its fourth edition the Microsoft Manual of Style provides essential guidance to content creators journalists technical writers editors and everyone else who writes about computer technology Direct from the Editorial Style Board at Microsoft you get a comprehensive glossary of both general technology terms and those specific to Microsoft clear concise usage and style guidelines with helpful examples and alternatives guidance on grammar tone and voice and best practices for writing content for the web optimizing for accessibility and communicating to a worldwide audience Fully updated and optimized for ease of use the Microsoft Manual of Style is designed to help you communicate clearly consistently and accurately about technical topics across a range of audiences and media   Bilingual Grammar of English-Spanish Syntax Sam Hill,William Bradford,2000 This comparative analysis of the inter lingual differences between English and Spanish allows instructors to comprehend and analyze the linguistic behaviors of their students and thereby help them achieve bilingualism Intended for advanced upper division and graduate students intending to teach Spanish to English speakers English to Spanish speakers and translators of both languages Plastic comb binding Annotation copyrighted by Book News Inc Portland OR   Introducing English Syntax Peter Fenn,Götz Schwab,2017-11-15 Introducing English Syntax provides a basic introduction to syntax for students studying English as a foreign language at university Examining English phrase and sentence structure from a descriptive point of view this book develops the reader s understanding of the characteristic features of English sentence construction and provides the necessary theoretical apparatus for engaging with the language Key features include A unique framework combining theoretical and practical approaches to provide an insight into the intricacies of English syntax An accessible and clear style

which guides the learner through analysis application and practical construction of sentences A range of exercises at the end of each chapter and a brand new e resource housing answers and commentaries to these exercises This book requires no previous knowledge of linguistics and is essential reading for students and teachers of applied linguistics and EFL ESL as well as those who seek a basic grounding in English sentence structure   A Reference Guide for English Studies Michael J. Marcuse,2023-11-15   **The North Germanic Morphosyntax of Modern English** Joseph Emonds,Jan Terje Faarlund,2024-09-02 This book argues that Middle English and hence Modern English is a direct descendent of Anglo Norse the language of Viking settlers who invaded and ruled the north and east of England the so called Danelaw for about 200 years preceding the Norman conquest The authors challenge the widely accepted assumption that Middle English descends from Anglo Saxon Presenting over 20 arguments in morphology and syntax they show that the patterns found in standard history of English sources derive from the North Germanic Scandinavian languages The book shows that while Danes ruled all England 1013 1066 their Anglo Norse lexically but not grammatically close to Anglo Saxon superseded the latter throughout England Sentential word order modern phrasal verbs stranded prepositions and standard regular noun plurals phonetic z and split infinitives became Norse hallmarks that persist to this day while numerous indications of West Germanic German style grammar disappeared entirely As Anglo Norse became Middle English it absorbed much vocabulary from the Anglo Saxons This book suggests that in the Middle English German sourced vocabulary eliminating borrowed Romance purely Anglo Saxon vocabulary may have been double that of purely Norse origin However language history is not determined by its vocabulary what counts is rather a language s syntax and the authors posit that this is what makes Modern English Scandinavian This book will be of interest to scholars of Linguistics Indo European Studies and English Language and Literature particularly those studying the historical linguistic development of Germanic languages as well as syntax more broadly   **E. Kruisinga** Arthur Joseph van Essen,2013-11-11   *An Introduction to Old English* Richard Hogg,2002 This accessible overview covers all the basic linguistic elements of Old English including nouns adjectives verbs syntax word order and vocabulary Offering a unique study of Old English in context it combines a wide variety of short texts with an up to date assessment of the forms of language that remain as the foundation of English today Comparisons are drawn between Old and present day English and also with other related languages such as Dutch German and French Old English poetry and dialect variation are also discussed   **Syntactic Argumentation and the Structure of English** David M. Perlmutter,Scott Soames,1979-07-25 Syntactic Argumentation and the Structure of English SASE presents the major theoretical developments in generative syntax and the empirical arguments motivating them Beautifully and lucidly written it is an invaluable resource for working linguists as well as a pedagogical tool of unequaled depth and breadth The chief focus of the book is syntactic argumentation Beginning with the fundamentals of generative syntax it proceeds by a series of gradually unfolding arguments to analyses of some of the most sophisticated proposals It includes a wide variety of problems that guide the

reader in constructing arguments deciding between alternative analyses of syntactic constructions and alternative theoretical formulations Someone who has worked through the problems and arguments in this book will be able to apply the skills in argumentation it develops to novel issues in syntax While teaching syntactic argumentation SASE covers the major empirical results of generative syntax Its contents include 1 Transformations in single clause sentences2 Complementation and multi clause transformations3 Universal principles governing rule interaction the cycle and strict cyclicity4 Movement rules5 Ross s constraints6 Pronominal reference and anaphora SASE is an important book for several different audiences 1 For students it is an introduction to syntax that teaches argumentation as well as a wide range of empirical results in the field 2 For linguists it is a sourcebook of classical analyses and arguments with some new arguments bearing on classical issues 3 For scholars teachers and students in related fields it is a comprehensive guide to the major empirical and theoretical developments in generative syntax SASE contains enough material for a two semester or three quarler sequence in syntax Because it assumes no previous background it can be used as the main text in an introduction to syntax Since it covers a wide range of material not available in other texts it is also suitable for intermediate and advanced syntax courses and as a supplementary source in more specialized courses and courses in other disciplines A storehouse of classical and original arguments SASE will prove to be of lasting value to the teacher the student and researchers in both linguistics and related fields   *GCE O Level Examination Past Papers with Answer Guides: English Language India Edition* Cambridge International Examinations,2004-02-06 These collections of the official past papers of the GCE O Level Examinations from the University of Cambridge International Examinations has been developed for students of GCE O level These books will act as tools for preparation and revision for students These books have an edited Answer Guide for each paper based on the marks scheme written by CIE Principal   A Guide to English Composition Ebenezer Coloham Brewer,1878   Teaching English Learners Kip Tellez,2016-01-08 This book examines the teaching of English language learners ELL by exploring topics not typically covered in theory or methods textbooks Although methods texts commonly draw readers through well known strategies such as the audio lingual method this book by contrast focuses attention on how music can advance and improve language skills Looking broadly at the sociocultural implications of ELD Tellez examines the role of the teacher in introducing and inspiring students to learn both a new language and a new society Furthermore he offers alterative views of language and shows how a deeper understanding of it can shape and enrich the lives of both students and teachers Drawing upon progressive pragmatic philosophy of Dewey Addams and Rorty this book helps teachers to understand the important lineage and profession they have joined or will join and the urgent role they play as agents of democratic ideals and actions

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