Professional Basic English
Lecture 5

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Structure of a sentence

- Sentences are either complete or incomplete
  - Complete sentence has always subject and verb (and usually more)
    - *The wind blows. Peter sleeps. I bought a car.*
  - Incomplete sentence has either subject or verb missing
    - *Waiting for something to happen. Vincent and Eduard, both well known artists.*

- In scientific writing, all sentences should be complete
  - Exceptions: titles, figure captions, table captions, footnotes
  - In spoken language, incomplete sentences are common
    - *Pathetic! Tell more? Not nice.*

Classroom task 1a: complete sentence

- How would you make the following sentence complete?

  - Many people busy these days.

Classroom task 1a: complete sentence

- How would you make the following sentence complete?

Example answer
- Many people busy these days.
- **Many people are busy these days.**

Classroom task 1b: complete sentence

- How would you make the following sentence complete?

  - Will be ready soon.

Classroom task 1b: complete sentence

- How would you make the following sentence complete?

Example answer
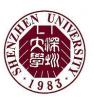- Will be ready soon.
- **It will be ready soon.**

Classroom task 1c: complete sentence

- How would you make the following sentence complete?

- Writing comments and testing rigorously; best coding practices.
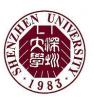
Classroom task 1c: complete sentence

- How would you make the following sentence complete?

Example answer
- Writing comments and testing rigorously; best coding practices.
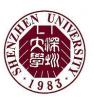- **Writing comments and testing rigorously are the best coding practices.**

Classroom task 1d: complete sentence

- How would you make the following sentence complete?

  - Keep up the good work!
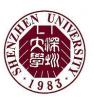
Classroom task 1d: complete sentence

- How would you make the following sentence complete?

  Example answer
  - Keep up the good work!
  - **You should keep up the good work!**

Classroom task 1e: complete sentence

- How would you make the following sentence complete?

  - More problems with the assignments than before.

Classroom task 1e: complete sentence

- How would you make the following sentence complete?

Example answer
- More problems with the assignments than before.
- **There are more problems with the assignments than before.**

Transitions

- Source: http://writing.umn.edu/sws/quickhelp/style/transitions.html
- Transition words are useful to create coherence and consistency ("flow")
  - Certain words to be used to emphasize the relationship between ideas
- When there are different alternatives to express transition, shorter is usually better; however, avoid using the same expression too often
  - If the same transition occurs repeatedly, alternate the expressions
- Different types of transitions
  - Transitions between sentences: transition words
  - Transitions between clauses: coordinate and correlative conjunctions
  - Transitions to dependent (subordinate) clauses: subordinate conjunctions

Transitions between sentences (1)

- Transition words to show the logical relationship between sentences
- Typically preceded by a period (.) or a semicolon (;) and followed by a comma (,)
- Addition: *moreover, furthermore, finally, in addition (to), besides*
  - Example: *I like mathematics. Furthermore, I enjoy programming.*
- Cause and effect: *therefore, consequently, thus, as a result (of), for this reason, accordingly*
  - Example: *Python has good libraries for machine learning; therefore, many people are eager to learn Python.*

Transitions between sentences (2)

- <u>Comparison</u>: *likewise, similarly, in the same way, in the same manner*
  - Example: *Many people in China drink tea. Likewise, many people in Europe drink coffee.*

- <u>Contrast</u>: *however, nevertheless, in contrast, on the other hand, on the contrary*
  - Example: *I don't like basketball. In contrast, I love football.*

- <u>Concession</u>: *of course, to be sure, granted, naturally, no doubt*
  - Example: *There are high expectations on artificial intelligence. No doubt, not all of them will ever be fulfilled.*

Transitions between sentences (3)

- Conclusion: *therefore, in short, in conclusion, to summarize, on the whole, overall, as the data show, as I have demonstrated, ultimately*
  - Example: *Many people have invested in bitcoins. Therefore, many people believe in the future of cryptocurrencies.*
- Emphasis: *in fact, indeed*
  - Example: *5G will make mobile Internet much faster. Indeed, it will improve the usability of many mobile applications.*
- Example: *for example, for instance, in particular, specifically, namely, to illustrate*
  - Example: *It seems that the expectations for cryptocurrencies were too high. For example, Bitcoin has lost 80% of its market value in one year.*

Transitions between sentences (4)

- <u>Clarification or repetition</u>: *to repeat, that is, in other words, again, as explained/mentioned earlier*
  - Example: *Today, there are nearly four billion Internet users in the world; that is, more than half of the world's population.*

- <u>Time or sequence</u>: *first/second/third, then/next/finally, afterwards, meanwhile, previously, initially, later, subsequently*
  - Example: *Initially, internet was developed to facilitate communication between researchers working at different institutes. Later, internet came available to regular citizens.*

Classroom task 2a: transition words

- How would you connect these sentences with transition words?

  - I can't write code in C++. I am good in Python.

Classroom task 2a: transition words

- How would you connect these sentences with transition words?

  - Example answer
  - I can't write code in C++. I am good in Python.
  - **I can't write code in C++. However, I am good in Python.**

Classroom task 2b: transition words

- How would you connect these sentences with transition words?

  - We agreed to buy a house. The owner changed his mind.

Classroom task 2b: transition words

- How would you connect these sentences with transition words?

  - <u>Example answer</u>
  - We agreed to buy a house. The owner changed his mind.
  - **We agreed to buy a house. Afterwards, the owner changed his mind.**

Classroom task 2c: transition words

- How would you connect these sentences with transition words?

  - Ice hockey is popular in Finland. It is more popular than football.

Classroom task 2c: transition words

- How would you connect these sentences with transition words?

  - <u>Example answer</u>
  - Ice hockey is popular in Finland. It is more popular than football.
  - **Ice hockey is popular in Finland. In fact, it is more popular than football.**

Classroom task 2d: transition words

- How would you connect these sentences with transition words?

  - Many people study computer science. Artificial intelligence is a popular topic.

Classroom task 2d: transition words

- How would you connect these sentences with transition words?

  - Example answer
  - Many people study computer science. Artificial intelligence is a popular topic.
  - **Many people study computer science. In particular, machine learning is a popular subject.**

Transitions between clauses (1)

- Coordinate or correlative conjunctions show the continuation of an idea between two clauses

- Preceded by comma (,) when used to join two complete sentences; comma omitted if one sentence is incomplete
  - Example with comma: *I like his skills, but I don't like his attitude.*
  - Example without comma: *I like his skills but not his attitude*

- <u>Addition</u>: *and, nor, not only … but also, both … and*
  - Example: *He is not only a good programmer but also quick to learn new skills.*

- <u>Cause and effect</u>: *so, for*
  - Example: *We both wanted to go to the concert, so we went together.*

Transitions between clauses (2)

- <u>Comparison</u>: *just as … so, the more … the more, whether … or, either … or, neither … nor*
  - Example: *The more experience you get, the more aware you will be about your weaknesses.*

- <u>Condition</u>: *provided, only if*
  - Example: *You will win, provided you try hard.*

- <u>Contrast</u>: *but, yet, the more … the less*
  - Example: *He is very young yet experienced.*

- <u>Conclusion</u>: *so*
  - Example: *I was the best applicant, so I got the job.*

- <u>Time or sequence</u>: *no sooner … than*
  - Example: *No sooner had he finished the project than he started the next.*

Transitions to subordinate clause (1)

- Subordinate conjunctions make one clause dependent on (subordinate to) the other

- The clauses may or may not require a comma (,), depending on the order of the clauses (and which item the conjunction refers to)
  - Example with comma: *Although I appreciate his skills, I don't like him.*
  - Example without comma: *I don't like him although I appreciate his skills.*

- Cause and effect: *since, because, if … then, in order to*
  - Example: *I want to study machine learning, because there are a lot of jobs in artificial intelligence.*

Transitions to subordinate clause (2)

- Contrast: *although, though, even though, unlike, while, whereas, despite, in spite of*
  - Example: *Despite all my efforts, I wasn't rewarded.*

- Concession: *given that, granted that*
  - Example: *I did quite well, given that I didn't prepare well.*

- Time or sequence: *when, whenever, while, until, before, after, as soon as, as long as*
  - Example: *We need to do it before it's too late.*

Classroom task 3a: conjunctions

- How would you connect these sentences with conjunctions?

- I can't write code in C++. I am good in Python.

Classroom task 3a: conjunctions

- How would you connect these sentences with conjunctions?

  - <u>Example answer</u>
  - I can't write code in C++. I am good in Python.
  - **I can't write code in C++, but I am good in Python.**

Classroom task 3b: conjunctions

- How would you connect these sentences with conjunctions?

  - It is really a good deal. The seller is not cheating.

Classroom task 3b: conjunctions

- How would you connect these sentences with conjunctions?

  - <u>Example answer</u>
  - It is really a good deal. The seller is not cheating.
  - **It is really a good deal, provided the seller is not cheating.**

Classroom task 3c: conjunctions

- How would you connect these sentences with conjunctions?

  - The burglars broke into our house. We were sleeping.

Classroom task 3c: conjunctions

- How would you connect these sentences with conjunctions?

  - Example answer
  - The burglars broke into our house. We were sleeping.
  - **The burglars broke into our house, while we were sleeping.**

Classroom task 3d: conjunctions

- How would you connect these sentences with conjunctions?

  - You learn to swim. You are drowned.

Classroom task 3d: conjunctions

- How would you connect these sentences with conjunctions?

  - <u>Example answer</u>
  - You learn to swim. You are drowned.
  - **Either you learn to swim, or you are drowned.**

Summary

- In technical/scientific writing, use complete sentences!
- To make the text flow smoothly, some transition words can (and should) be used to emphasize the relationship between consecutive ideas
  - Transition words for transition between sentences
  - Coordinate and correlative conjunctions for transition between clauses
  - Subordinate conjunctions for transitions to dependent (subordinate) clauses