

EXE 4 (Parallelism) Answer Key

1. The Manager's primary responsibilities include drafting blueprint specifications, preparing budget specifications, to design the prototypes, and they will also supervise construction and testing.
 - The Manager's primary responsibilities include **drafting** blueprint specifications, **preparing** budget specifications, **designing** the prototypes, **supervising** construction, and **testing**.
2. The survey was carried out to define property boundaries and as a means of settling disputes between property owners.
 - The survey was carried out **to define** property boundaries and **to settle** disputes between property owners.
3. Management conducted an internal audit to assess the extent of damage caused by the fire, where are priority repairs, and to demonstrate management's concern for staff working in areas affected by the fire.
 - Management conducted an internal audit **to assess** the extent of damage caused by the fire, **to identify** priority repairs, and **to demonstrate** management's concern for staff working in areas affected by the fire
4. Agreeing to service Ace Industry's metal shears on Saturday was easy, but it was more difficult to find a technician willing to do the work on Saturday.
 - **Agreeing** to service Ace Industry's metal shears on Saturday **was easy**, but **finding** a technician willing to do the work on Saturday **was more difficult**.
5. A clear and lucid style can improve not only our own thinking but the understanding of our readers is also improved.
 - A clear and lucid style can improve not only **our own thinking** but also **our readers' understanding**.
6. *To complete the project we need to do the following:*
 - Survey the site
 - Take samples from the three boring locations

- The samples should be tested
- What are the Results of the study?
 - **Survey** the site
 - **Take** samples from the three boring locations
 - **Test** the samples
 - **Analyze** the results

7. To log on, follow these steps:

- You need to switch the terminal to “on”
 - Then the Control key and C key are pressed simultaneously
 - Next is keying in your Logon id and press the Tab key
 - Type your user-password
 - Finally Enter should be pressed
- **Switch** the terminal to “on”
 - **Press** the Control key and C key simultaneously
 - **Key** in your Logon id
 - **Press** the Tab key
 - **Type** your user-password
 - **Press** Enter

Complete the following set of lists: fill in the dashes (or bullets) with grammatically parallel terms:

8. As a technical professional, it is important for your writing to be **clear, objective, and precise.**
 ... **correct, concise, and credible.**
 ... **crisp, clear, and accurate.**
8. Much like writers should design clear, crisp sentences, software engineers should design **neat, elegant** code. *(or any other variant using 2 adjectives in sequence)*
9. Some studies show that engineers spend 25% of their time writing; others show **they spend up to 50% of their time writing.**