**ENG 1112 L, Test 3 (80 minutes, but you may ask for more time if needed)**

The test is worth 15 percent of your grade in the course.

It will be written in two parts, and each part will be graded out of 100. This means that you will be getting two grades for test 2: one grade (out of 100) for part 1 (that grade will be worth 10% of your final grade in the course) and another grade (out of 100) for part 2 (that grade will be worth 5% of your final grade in the course).

Both parts of the test should generally be completed within 80 minutes in the DGD, but you may ask for more time if needed (or take more time if you have an official accommodation from the university).

The test is “open book.” You may consult course materials and notes while writing it, but you may NOT communicate with other students or other people who could help you answer the questions during the test (you may ask the professor or your DGD leader questions).

My contact information in case you are not in my classroom but wish to contact me:

Email: [gbaronsa@uottawa.ca](mailto:gbaronsa@uottawa.ca)

Mobile and text: 613-295-6372

**Part 1** is included in this handout below (see instructions below).

**Part 2** is NOT included in this handout. You may find it in the Quizzes section of your DGD Brightspace page. It will include 10 multiple-choice questions (each question worth 10% of Part 2 of the test). Part 2 will be graded automatically. However, you will NOT receive your grade for Part 2 immediately upon completing the test. I will publish the grades for part 2 the day after the test and will keep you posted by email when the grades are available.

You may submit the two parts of the test in any order that you’d like (part 1 before part 2 or part 2 before part 1). Both parts should be completed within 80 minutes (but you may ask for more time if needed).

Note about accommodations

If you are registered with SASS and have accommodations for extra time, please submit the test late in accordance with your accommodation (for example, within 120 minutes instead of 80 minutes if you have an accommodation for 50% extra time). Brightspace might give you a late notification, but you may ignore it.

**Part 1**

Part 1 contains 10 questions (each worth 10% of Part 1). Part 1 is worth 10% of your grade in the course.

Please download this document, save it on your computer, answer each question in the document directly below the question and upload the document in the Assignments section of your DGD Brightspace under “Test 3, part 1.” The file you upload should be in a Word or PDF format. Your DGD leader will typically grade Part 1 within 3 weeks.

1. **Explain what the two problems are in the following sentence and rewrite the sentence to eliminate the problems (imagine that the sentence is taken from a research report about AIDS):**

**In the 1980’s, AIDS became known in North America as a thing that destroyed your immune system.**

In the 1980’s, AIDS became known in North America as a disease that weakens a person’s immune system.   
  
The original statement was formulated in a vague manner, and was poorly explained. AIDS was referred to as a “thing” that “destroyed your immune system’. Additionally, using 2nd person in a research paper is not convention.

1. **Explain what the two problems are in the following sentence and rewrite the sentence to eliminate the problems:**

**Engineers, who joined the company in 2021, only experienced virtual work (no in-person work) for the first year on the job.**

Engineers who joined the company in 2021 experienced only virtual work during their first year on the job.

The comma at the beginning of the sentence is incorrect, and the clarification regarding no in-person work is redundant. The sentence can be also be re-written for clarity, where it can be highlighted they worked virtually “during” their first year.

1. **Explain what the two problems are in the following sentence and rewrite the sentence to eliminate the problems:**

**I was just wondering if you might be able to send the progress report to the CEO and I by April 2, 2024.**

Could you send the progress report to the CEO and me by April 2nd 2024?

In the professional setting, directly requesting for the report is more efficient. The other issue is the incorrect pronoun usage, where one should use “me” instead of “I”.

1. **Explain the difference between “like” and “such as,” according to course materials, and give an example of how each one of these two expressions may be used.**

“Like” is a generalized form of giving examples, or statements that are not categorically specific (We have many classes like math and science). “Such as” is used in the category-specific instances (Brunsfield is full of heavy machinery, such as the lathe and mill).

1. **Explain the analogy that John Moffatt creates between using precise words and turning a bolt (in Jennifer MacLennan’s *Effective Communication for the Technical Professions*).**

Moffatt tries to paint a picture of various tools that can be used to solve any given task. However, there is a specific tool for each scenario that is also considered to be the best for that task. Understanding what professional language or grammar to use in the right situation is crucial for effectively conveying information. One can tighten a bolt with their fingers, but it is tedious and difficult. A socket wrench can provide the right tools for the task and help you do it efficiently, which is equally essential in language.

1. **Explain the essential similarity and essential difference between communicating aggressively and communicating assertively.**

When communicating both aggressively or assertively, the statements the person makes may be delivered at a level of highlighted importance or even confidence because they stress the high importance of their statements. However, a person communicating aggressively is not conversing in a manner that includes respect or empathy regarding other people.

1. **Faria Sana, Tina Weston and Nicholas Cepeda conclude that “engaging instructors and dedicated learners will need to work hard and stay focused to keep classroom learning at an optional level.” What is the problem that this conclusion is intended to help solve? Why is it important for both instructors and learners to contribute to the solution?**

The research highlights the harmful effects of laptops in the classroom, both as a deterrent from lectures and because of distractions and the features of technology, and how multitasking can cause a decrease in the total quality of work. The importance of both parties involves the self-control and attention of a learner. At the same time, an instructor needs to accommodate the learning needs of students and supplement the use of technology and media with equally engaging teaching methods.

1. **Explain one possible benefit and one disadvantage of using emojis and emoticons in workplace writing.**

Using emojis in the workplace allows for a more diverse method of communicating information and feelings. It is also a useful way to reply to conversations, to feel as if neither party is disengaged at the end of the conversation. However, the abuse of emojis can feel unprofessional and immature.

1. **Explain what the two problems are in the following sentences and rewrite the sentences to eliminate the problems:**

**I apologize for being late, this was the slowest bus ride that I have ever had.**

I apologize for being late, the bus was extremely slow.

The original sentence is too long, and also features unnecessary details such as this being the “slowest bus ride”.

1. **Explain what the two problems are in the following sentences and rewrite the sentences to eliminate the problems:**

**The research team studies natural killer (NK) cells. The team are planning to publish their latest research about natural killer cells in February 2024.**

The research team studies natural killer (NK) cells. The team is planning to publish their latest research in February 2024.  
  
There is repetition and redundancy by mentioning the team’s highlights in the second sentence. Additionally, the term “are” should be “is”, as the noun should be treated as singular.