

REVISING AND EDITING

When you revise your writing, you can :

- **add new ideas** or more specific support.
- **eliminate irrelevant sentences.**
- **rearrange ideas** to improve the organization.
- **edit to correct the grammar, punctuation, and spelling.**

Editing

There are some common mistakes that the students make.

1. Agreement of Subjects and Verbs

It means that when the subject is singular, the verb must be singular. When the subject is plural the verb must plural.

Underline the correct verb for each of the following sentences!

- One of my friends (has/have) a new car.
- Everyone who works hard in this class (do/does) well.
- Many of my friends (like/likes) the professor.
- The instructor (don't/doesn't) give a lot of homework.
- One of the reasons that I chose to go into medicine (is/are) that I like to work with people.
- Fifty dollars (is/are) too much to spend on dinner in the restaurant.
- Both Jane and her cousin (go/goes) to the University of Michigan.
- The book and the movie (has/have) the same ending.

2. Agreement of Pronouns and Nouns

Underline the correct verb for each of the following sentences!

- Everyone on the team (comes/come) to practice everyday.
- All the team members (has/have) to work hard.
- Each of students (is/are) improving.
- He said, "Nobody (cares/care) about this game."
- Someone (is/are) going to pay this mistake.

3. Agreement of Possessive of Nouns or Pronouns.

Underline the correct possessive for each of the following sentences!

- Both of the students forgot (his/their) notebooks.
- Neither of my sisters owns (her/their) own books.
- Mathew likes (his/their) meat cooked well done.
- The Wexlers send (his/their) children to private school.
- One of the women has retired from (their/her) job.
- This isn't Connie's jacket. It's (my/mine).

4. Punctuation

Punctuate the following sentences!

- Dr Anderson was born in Portland on April 22 1981
- I just finished reading Hemingway's novel The Old Man and The Sea.
- The restaurant has three specialties grilled steak marinated chicken and fried shrimp
- In conclusion Mario Vargas Llosa is one of the greatest writers of the twentieth century
- Marion said I can't go with you because I have too much homework.

5. Capitalization

Capitalize each of the following sentences correctly!

- a. my Russian history teacher is very handsome.
- b. have you read *romeo and juliet* in your english literature yet?
- c. I meet my advisor every tuesday and thursday morning.
- d. my sister, truth, has just returned from a trip to istanbul and athens.
- e. shopping is one of most popular activities of visitors to new york city.

Add the correct capitalization and punctuation to the sentences below!

- a. traffic is causing serious pollution in some cities such as athens mexico city and los angles
- b. my favorite poem is fire and ice by Robert frost
- c. i'll meet you on tuesday afternoon at 4:30 in front of library on liberty street
- d. the himalayas are the world's highest mountains
- e. professor dickens is sick so his tuesday night class will be canceled
- f. mrs baker is one of the most inspiring speakers i've ever heard

Conquer Confusing Words

Work in pair

Look for the differences among the following words!

Accept and Except	Than and Then
Advice and Advise	There, Their, and They're
Affect and Effect	Use, Used, Be used to, and Used to
It's and Its	Whose and Who's
Suppose and Be Supposed to	Hurt, Heart, and Heard

There are ten mistakes in the following paragraph. Find and correct them.

There are a lot of interesting things to see and do in new york city. It is home to over 150 world-class museums. Their are art museums, science museums, photography museums, natural history museums, and even a museum of seaport history. New York is known for their rich variety of theater, music, and dance. From the bright lights of Broadway and the respected stages at Lincoln Center and Carnegie Hall to the high kicks of the Rockettes at Radio City Music Hall and incredible jazz at intimate clubs, there is something for everyone. Many people go to New York. For the wonderful restaurants. There are thousands of restaurants to please every palate and wallet If you are looking for place to shop. You will find everything you can imagine. With more than 10,000 shops filled with brand names and bargains from around the world, NYC are a shopper's paradise. as for me, people-watching is my favorite New York pastime.