

## Grammar Guide

1. **Subject-Verb Agreement:** Ensure that the subject and the verb in a sentence agree in terms of singular or plural form. For example, "He runs" (singular) and "They run" (plural).
2. **Proper Punctuation:** Use punctuation marks such as commas, periods, question marks, and exclamation points correctly to enhance clarity and meaning in your writing.
3. **Sentence Structure:** Construct clear and coherent sentences by paying attention to proper word order, avoiding sentence fragments, and using a variety of sentence structures to maintain reader engagement.
4. **Proper Pronoun Usage:** Use pronouns correctly in terms of gender, number, and person. For instance, "He went to the store by himself" instead of "Himself went to the store."
5. **Consistent Verb Tenses:** Maintain consistency in the use of verb tenses within a sentence or paragraph to ensure logical flow and convey accurate timing of actions or events.
6. **Use of Conjunctions:** Employ conjunctions such as "and," "but," "or," and "so" to link words, phrases, or clauses, creating fluid and coherent sentences and paragraphs.
7. **Adjective and Adverb Use:** Understand the distinction between adjectives and adverbs and use them appropriately to provide detailed descriptions and modify verbs, adjectives, or other adverbs.
8. **Possessive Forms:** Use apostrophes to indicate possession, such as "The cat's toy" (singular possessive) and "The cats' toys" (plural possessive). Ensure clarity by placing the apostrophe in the correct position.
9. **Agreement of Nouns and Pronouns:** Make sure that pronouns agree in number, gender, and person with the nouns to which they refer, avoiding ambiguous or mismatched references.

10. Consistent Voice and Style: Maintain a consistent writing style and voice throughout your text to ensure cohesiveness and to engage your readers effectively.