I. Transitive verbs are verbs which can take a direct object; in other words, they "transport" the action of the subject to the direct object.

Try using the verb *have* in a sentence that doesn't have a direct object. Can't be done, can it? That's because you must *have* something; you can't just *have*.

II. Intransitive verbs are verbs which do not take a direct object.

Try using the verb *arrive* in a sentence which has a direct object. Can't do it, can you? That's because you don't ever *arrive* anything; you just *arrive*.

III. Many verbs can be transitive in some sentences and intransitive in others.

In the sentence, "He eats lunch with me," the verb is transitive because it takes the direct object *lunch*. In the sentence, "He eats with me," the verb is intransitive because it has no direct object.

IV: There is a relatively small group of verbs with which people have difficulty. Three of the most common will be discussed in this unit. They are *lie/lay, sit/set,* and *rise/raise*.

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<tr>
<td>lay</td>
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*To lay* is a transitive verb which can take a direct object; *to lie* is intransitive and cannot take a direct object.

I am laying the cup on the table.  
She lies on the sofa.  
I laid the book down.  
We lay in the sun.  
The hen has laid an egg.  
He has lain in bed for a month.

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*To raise* is a transitive verb which can take a direct object; *to rise* is intransitive and cannot take a direct object.

Vern is raising alfalfa this year.  
The sun rises in the east.  
He raised his eyebrows.  
Al rose to make a speech.  
We have raised greyhounds for years.  
The temperature has risen since noon.

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<td>sit</td>
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*To sit* is an intransitive verb which cannot take a direct object; *to set* is transitive and must take a direct object.

We always sit on the porch.  
Renee set a record today.  
Joe sat in the third row.  
You have sat in front of that TV all day.  
I set the cup on the table.  
Have you two set a date yet?
V. **THIS, THAT, THESE, and THOSE:**

*THIS* and *THAT* are singular modifiers; *THESE* and *THOSE* are plural modifiers.

**EXAMPLES:**
- (wrong) These kind are my favorites.  
- (right) This kind is my favorite. (Notice that everything agrees: modifier, subject, verb)

- (wrong) These sort of shoes hurt my feet.  
- (right) This sort of shoe hurts my feet. (Notice, everything agrees)

VI. **FEWER and LESS**

*FEWER* is a plural modifier; *LESS* is a singular modifier. (*FEWER* modifies things that *can be counted*; *LESS* modifies things which *cannot be counted*.)

**EXAMPLES:**
- Jack had FEWER colds this year. (Can you count “colds”?)
- There is LESS snow this year than last. (Can you count “snow”?)
- This product contains LESS fat. (Can you count “fat”?)
- This cheese has FEWER calories. (Can you count “calories”?)

VII. The following is a list of serious usage errors to avoid:

- **AIN’T** Once acceptable, but no longer so. Now replaced by *AM NOT, IS NOT,* or *ARE NOT.*
- **IT, HE, SHE DON’T** Misused for “it, he, or she doesn’t”
- **SEEN for SAW** I seen that movie” is incorrect. *SEEN* can only be used with *HAVE:* “I have seen that movie.” In this context, the correct usage is “I saw that movie.”
- **DOUBLE SUBJECT** Tracy she got an A on the test. (Just take out the *SHE*)
- **THEM** Misused for *THOSE,* as in “Give me them gloves,” instead of “Give me those gloves.” *THEM* is a pronoun in the objective case, never a modifier.
- **GOT** Misused for *HAVE.* “Do you got your homework?” is incorrect. “Do you have your homework?” is correct. *GOT* means RECEIVED, as in “I got an A on the test.”
- **SHOULD OF** There is no such construction. It sounds like *SHOULD OF* when you say *SHOULD’VE,* but what you are really saying is *SHOULD HAVE.*
- **DOUBLE NEGATIVE** As in “I didn’t do nothing.” Should be “I did nothing,” or “I didn’t do anything.”

*HARDLY, BARELY,* or *SCARCELY* are negative words that should not be used with another negative. “There wasn’t hardly anyone on the tennis court,” is incorrect. It should be “There was hardly anyone on the tennis court.”
TRANSITIVE/INTRANSITIVE VERBS & ASSORTED ERRORS: EXERCISE #1

NAME:_____________________________________________________DATE:________________________________

DIRECTIONS: Correct the following sentences by rewriting them in the space provided below each sentence.

1. That there is my new jacket.
   That is my new jacket.

2. It really don't matter if you come or not.
   It really doesn't matter if you come or not.

3. We don't want no trouble here.
   We don't want any trouble here - or we want no trouble.

4. You should of seen that movie!
   You should have seen that movie.

5. We don't got no assignment in math tonight.
   We don't have any assignment in math tonight.

DIRECTIONS: Circle the correct form of the verb in the sentences below.

1. The mother goose (lay, laid) her eggs in the tall grass.
   The mother goose laid her eggs in the tall grass.

2. The moon (raises, rises) in the night sky like a white balloon.
   The moon rises in the night sky like a white balloon.

3. We (sat, set) in the rocking chairs on the front porch last evening.
   We sat in the rocking chairs on the front porch last evening.

4. Sally had (laid, lain) down to take a nap.
   Sally had lain down to take a nap.

5. Winston always (raises, rises) to the occasion.
   Winston always rises to the occasion.

DIRECTIONS: Circle the correct word in parentheses.

1. The advertisers say there are (fewer, less) types of tar in these cigarettes.
   The advertisers say there are fewer types of tar in these cigarettes.

2. He certainly ate enough of (that, those) (kind, kinds) of cookies.
   He certainly ate enough of those kinds of cookies.

3. Ted had (fewer, less) first-place votes than George.
   Ted had fewer first-place votes than George.

4. You will have (fewer, less) interruptions in the library.
   You will have fewer interruptions in the library.

5. I have never seen (these, this) (types, type) of notebook before.
   I have never seen these types of notebook before.

6. We have never eaten (these, this) kind before.
   We have never eaten these kinds before.

7. We have had (fewer, less) tourism in Alaska this year.
   We have had fewer tourism in Alaska this year.
TRANSITIVE/INTRANSITIVE VERBS & ASSORTED ERRORS: EXERCISE #2

NAME: ____________________________________________ DATE: __________________________

DIRECTIONS: Circle the correct word in parentheses.

1. The store does not sell (this, these) (type, types) of stoves any more.
2. Next time you bake a cake, use (fewer, less) eggs.
3. Next time you bake a cake, use (fewer, less) vanilla.
4. This beverage is less filling because it has (fewer, less) calories.
5. (That, Those) (sort, sorts) of candies upset my stomach.

DIRECTIONS: Correct the following sentences by rewriting them in the space provided below each sentence.

1. Do you got any homework in math tonight?
   
   *Do you have any homework in math tonight?*

2. We didn't have barely any candy left after the kids finished

   *We had barely any candy left after ...*

3. There wasn't hardly no people left on the beach.

   *There were hardly any people left on the beach.*

4. You should of gone to the party.

   *You should have gone to the party. (or should've)*

5. It's really important to speak and write English good, ain't it?

   *It's really important to speak and write English well, isn't it?*

DIRECTIONS: Circle the correct form of the verb in the sentences below.

1. The little girl (lay, laid) her toy gently on the shelf.
2. Sarah has (lain, laid) out in the sun too long without sunscreen!
3. The temperature has (raised, risen) by at least twenty degrees.
4. We (set, sat) the statue carefully on its platform.
5. Josephine (rose, raised) teacup poodles.

A transitive verb  takes a direct object

An intransitive verb  does not take a direct object
PART I: If necessary, correct the double negative in the sentence below.

1. We couldn’t hardly hear the speaker.
2. The car didn’t stop for no stoplights.
3. Connie hadn’t never flown in an airplane. (or hadn’t ever)
4. The injured horse couldn’t barely walk.
5. Seniors don’t have anything to complain about. (or "Seniors have nothing ...")

PART II: If necessary, correct the usage errors in the sentence below.

1. We could of gone to see the Beach Boys, but we couldn’t get tickets.
2. Do you got your homework for math class today?
3. Jack he said he seen the car speeding southbound on Main Street.
4. Has anybody seen my math book?
5. When we got to the house, there wasn’t nobody there. (or "wasn’t anybody")

PART III: If necessary, correct the following sentences in any way that’s needed.

1. With algebra you can solve this problem easily.
2. Football is played differently in Canada.
3. The driver turned quick at the corner and sped away.
4. Run quick and see if the mail is here.
5. Lynn’s feelings were hurt bad when Sherry laughed at her.
6. I think she did very bad last night.
7. Does she always sing so good?
8. Mrs. Hoffman argued her point well.
9. Mike plays basketball almost as good as his brother.
10. I slept so well last night!
PART IV: Rewrite the sentences in the space provided. If it is correct, leave it alone.

1. Me and him went to the mall.
   He and I went to the mall.

2. Her and her best friend are having a fight.
   She and her best friend are having a fight.

3. The test was retaken by John, Brandon, and me.

4. Give that book to me and him.
   Give that book to him and me.

5. Them and us have to leave early.
   They and we have to leave early.

PART V: In the space provided, write what job the capitalized pronoun is doing. (SUBJECT, PREDICATE NOMINATIVE, DIRECT OBJECT, INDIRECT OBJECT, OBJECT OF THE PREPOSITION)

1. Mr. Doyle is a man WHO likes young people. subject

2. Mr. Doyle is a man WHOM young people like. direct object

3. The girl WHO spoke to me has just won a prize. subject

4. The girl WHOM I spoke to has just won a prize. object of the preposition

5. Can you tell me WHO that player is? predicate nominative

PART VI: Circle the correct words in parentheses.

1. Our gym class does (that, those) (kind, kinds) of exercises.

2. (This, These) (brand, brands) of tape (have, has) inferior sound quality.

3. Nurses wear (this, these) type of (shoe, shoes.)

4. Campers use (this, these) (sort, sorts) of tents.

5. Lola can perform (that, those) (sort, sorts) of back dive.

PART VII: Circle the correct modifier in parentheses.

1. We have (less, fewer) school holidays this year.

2. Unfortunately, there seems to be (less, fewer) volunteerism on my committee.

3. The commercials say there are (less, fewer) problems with this model.

4. This frozen dinner has (less, fewer) calories than the other.

5. We have had (less, fewer) inches of snow this year.
PART VIII: Choose which pronoun is correct. Then in the space provided, write what job that pronoun is doing.

1. Ladies (who, whom) lived during the fifteenth century painted their teeth instead of their nails.
   
   ______________________________________________________

2. Her older sister, to (who, whom) she sent the article, has moved to Santa Fe.
   
   ______________________________________________________

3. It was Napoleon (who, whom) invaded Spain in 1808. __________________________

4. Maureen finally guessed (who, whom) it was. _________________________________

5. I visited with Mr. Winslow, (who, whom) was mowing his lawn. __________________

6. Mr. Ross, (who, whom) I work for, owns two wheat farms. ________________________

7. Is there anyone (who, whom) plans to leave early? _____________________________

8. He is a teacher (who, whom) I respect. _______________________________________

9. There is the man (who, whom) you were asking about. ___________________________

10. Francis Drake, (who, whom) Queen Elizabeth I knighted, defeated the Spanish Armada. 
    ______________________________________________________

PART IX: Circle the correct word in parentheses. 

1. Each of the boys finished (his, their) hotdogs.
   
   ______________________________________________________

2. Both of my uncles went to (his, their) college reunion.
   
   ______________________________________________________

3. Either Janie or Tracy got an A on (her, their) exam.
   
   ______________________________________________________

4. Several of the players renegotiated (his, their) contracts.
   
   ______________________________________________________

5. A person should know what (he wants, they want) in life.
   
   ______________________________________________________

   PART IX: Circle the correct word in parentheses.

   Raw Score Grade %
   76 to 74 = A++ = 98+
   73 to 72 = A+ = 95
   71 to 68 = A = 90
   67 to 65 = B+ = 85
   64 to 61 = B = 80
   60 to 57 = C+ = 75
   56 to 53 = C = 70
   52 to 49 = D+ = 65
   48 to 45 = D = 60
   44 and lower = F

PART X: Circle the correct word in parentheses.

1. George has (risen, raised) the flag every morning for ten years.
   
   ______________________________________________________

2. My grandparents love to (set, sit) on their front porch in the cool of the evening.
   
   ______________________________________________________

3. Try not to kill the goose that (lies, lays) the golden egg!
   
   ______________________________________________________

4. Has Penelope (raised, risen) from her "bed of pain" yet?
   
   ______________________________________________________

5. He (lay, laid) a bet on Knuckleduster to win the third race.
   
   ______________________________________________________
ACTIVE & PASSIVE VOICE

Active and passive voice are terms you will hear a LOT when you write. It’s important to know what active and passive voice is, when each is appropriate, and how to fix a passive sentence (because in writing the active voice is usually preferred).

I. ACTIVE VOICE: In general you’ll hear that active voice is better than passive. What does it mean when a sentence is in active voice?

A sentence in active voice means that the subject is performing the action of the verb. Here are some examples:

*The boy threw the ball.*
*My mother sings beautifully.*
*Watch your step.* (This subject is the understood “you” but still performs the action.)

Use of the active voice generally makes your writing more vivid and clear.

II. PASSIVE VOICE: A sentence in passive voice has the object of an action acting as the subject. Many times this results in the subject not being in the sentence at all. Here are passive versions of the above sentences:

*The ball was thrown by the boy.* OR *The ball was thrown.*
*A song was beautifully sung by my mother.*
*Steps should be taken carefully.*

III. SPOTTING THE PASSIVE VOICE: Passive voice can be spotted (WAIT! That’s passive! Let’s try again …)

You can spot passive voice by looking for this verb construction:

form of “to be” + past participle

(“To be” forms can include *are, am, is, was, were, has been, had been, will be, will have been, being*, etc.)

Also, does the sentence end with a preposition phrase using the preposition by? Many passive voice sentences put the do-er of the action at the end of the sentence as the object of the prepositional phrase. Here’s an example:

*The exercise was written by the teacher.* or *The test was taken by the student.*

IV. IS PASSIVE VOICE ALWAYS INCORRECT? Not always. It should be avoided in general, but there are time swhen it is necessary or appropriate. if you need to put the emphasis on the object rather than the subject. Let’s say, for example, that you were writing a murder mystery, the
murder having taken place in a hotel room. The forensics teams is there, looking for clues. The following sentence -

*The room had been cleaned an hour prior to the murder.*

is preferable to

*The maid had cleaned the room an hour prior to the murder.*

because you don't want to bring attention to the maid in as a character in your story.

Or let's say you're writing an obituary. You might use the sentence -

*The body was interred at Forest Lawn Cemetery.*

rather than -

*The gravediggers interred the body at Forest Lawn Cemetery.*

I expect the reasons for the choice of the passive voice would be obvious in this case!

**V. WHY DO PEOPLE USE THE PASSIVE VOICE?** You need to become aware of how people use language to shape the way the sentence is perceived. Because it's easy to leave the do-er of the action out of a passive sentence, some people use the passive voice to avoid mentioning who is responsible for certain actions. Here are some examples:

*Mistakes were made.*

*The Acme Oil Company stipulates that a few gallons of crude might have been spilled.*
ACTIVE & PASSIVE VOICE: EX. #1

NAME:__________________________________________________DATE:___________________________

DIRECTIONS: Identify whether each sentence is active or passive by writing A (active) or P (passive) in the space provided next to each sentence.

A 1. The man painted the room and bright shade of blue.
P 2. The book was put on the shelf.
P 3. Cars were made on the factory line by the workmen.
A 4. I bought a brand new car this weekend.
A 5. We’ve all made mistakes.
P 6. Errors were made along the way.
P 7. The results are being tabulated as we speak.
A 8. I’m writing a new book about my trials and tribulations in college.
P 9. The refrigerator was plugged into the wrong socket.
A 10. I am going to write my paper after lunch.

DIRECTIONS: In the space provided, re-write the above sentences. If they’re passive, re-write them in the active voice; if the active, re-write them in the passive voice. Try to include all the elements in the original sentence, although when you re-write into passive voice, the subject frequently disappears. Because passive voice sentences are often unclear, a subject has to be inserted.

1. The room was painted a bright shade of blue. (answers may vary somewhat)

2. I put the book on the shelf. (answers may vary somewhat)

3. The workmen made the cars on the factory line. (answers may vary somewhat)
4. A new car was purchased this weekend. (answers may vary somewhat)

5. Mistakes were made by all of us. (answers may vary somewhat)

6. We made errors along the way. (answers may vary somewhat)

7. Precinct workers are tabulating the results as we speak. (answers may vary somewhat)

8. A new book was written about my trials and tribulations in college. (answers may vary somewhat)

9. I plugged the refrigerator into the wrong socket. (answers may vary somewhat)

10. My paper will be written after lunch. (answers may vary somewhat)
ACTIVE & PASSIVE VOICE: EX. #2

NAME: __________________________________________ DATE: ___________________________________

DIRECTIONS: Identify whether each sentence is active or passive by writing A (active) or P (passive) in the space provided next to each sentence. Then re-write the sentence in the opposite voice on the lines provided.

P 1. At this evening's concert selected famous arias will be sung by our star soprano.

At this evening's concert our star soprano will sing selected famous arias. (answers may vary somewhat)

A 2. Beginning tomorrow morning, workmen will begin the removal of the windows.

Beginning tomorrow morning the windows will be removed by the workmen. (answers may vary somewhat)

P 3. Although Melissa took great care in washing the dishes, a treasured wine glass was broken.

Although she took great care in washing the dishes, Melissa broke a treasured wine glass.. (answers may vary somewhat)

P 4 Using Brad's telephone touchpad, all his spring semester classes were chosen in one hour.

Using his telephone touchpad, Brad chose all his spring semester classes in one hour.

(answers may vary somewhat)

P 5. The packages were wrapped and taken to the post office by our shipping clerk yesterday.

Our shipping clerk wrapped and took all the packages to the post office yesterday. (answers may vary somewhat)

A 6. Using their state-of-the-art 3D glasses, the audience saw the new action thriller.

Using state-of-the-art 3D glasses, the new action thriller was seen by the audience. (answers may vary somewhat)
A 7. The CEO and the Vice-President of Operations planned all the next year’s conventions.

*All next year's conventions were planned by the CEO and the Vice-President of Operations.*

(answers may vary somewhat)

P 8. The crumpled party dress was washed, and ironed by the maid before the next evening.

*The maid had washed and ironed the crumpled party dress before the next evening.*

(answers may vary somewhat)

P 9. While the fascinated science class watched, the secret ingredient was stirred into the mixture.

*While the fascinated science class watched, the teacher stirred the secret ingredient into the mixture.*

(answers may vary somewhat)

P 10. By ten a.m. of the third day of their camping trip, the tents had been packed neatly away.

*By ten a.m. of the third day of their trip, the campers had packed their tents neatly away.*

(answers may vary somewhat)
ACTIVE & PASSIVE VOICE: EXERCISE #3

DIRECTIONS: In the space provided, re-write the sentences below. If they're passive, re-write them in the active voice; if the active, re-write them in the passive voice. Try to include all the elements in the original sentence, although when you re-write into passive voice, the subject frequently disappears. Because passive voice sentences are often unclear, a subject has to be inserted.

_ 5. At the expense of the federal taxpayers, a fence has been built across our southern border. (answers may vary somewhat)

_ 4. Even though Meg, Jo, Beth, and Amy didn't let on, they surprised Marmee with gifts. (answers may vary somewhat)

_ 3. Why did the chicken cross the road? (answers may vary somewhat)

_ 2. Even though the pitcher was trying to pitch a fair game, the batter was hit by a fast ball. (answers may vary somewhat)

_ 1. Despite the massive public protests, the bill was passed by the Senate and the House. (answers may vary somewhat)
6. The outside "prejudice reduction" consultant damaged many relationships in our office.

Many relationships in our office were damaged by the outside "prejudice reduction" consultant.

(answers may vary somewhat)

7. A huge new marketing plan has been put into place in our company.

The marketing department in our company has put a huge new marketing plan in place.

(answers may vary somewhat)

8. Some of today's champions on Civil Rights voted against the Civil Rights Act of 1964.

The Civil Rights Act of 1964 was voted against by some of today's champions on Civil Rights.

(answers may vary somewhat)

9. Prior to 1920 women in the United States were denied the right to vote.

Prior to 1920 the law in the United States denied women the right to vote.

(answers may vary somewhat)

10. While they were on the raft, Tom and Huck shielded each other from the evils of civilization.

While they were on the raft, Tom and Huck were shielded from the evils of civilization.

(answers may vary somewhat)
ACTIVE & PASSIVE VOICE: TEST

NAME: __________________________________________ DATE: __________________________

RAW SCORE: _______ /120 = GRADE: _______ PERCENTAGE: _______

DIRECTIONS: In the space provided, re-write the sentences below. If they're passive, re-write
them in the active voice; if the active, re-write them in the passive voice. Try to include all the
elements in the original sentence, although when you re-write into passive voice, the subject
frequently disappears. Because passive voice sentences are often unclear, a subject has to be
inserted.

_____1. Two key findings are indicated by the results of this test.

   - The results of this test indicate two key findings. (answers may vary somewhat)

   - __________

   2. Researchers have found that heart disease is the leading cause of death in the USA.

   - Heart disease has been found to be the leading cause of death in the USA.

   - __________

   3. Why did you pack my stuff and leave it on the front lawn?

   - Why was my stuff packed and left on the front lawn? (answers may vary somewhat)

   - __________

   4. Dr. Huang delivered the twins at 5:30 a.m. on May 5, 2010.

   - The twins were delivered by Dr. Huang at 5:30 a.m. on May 5, 2010. (answers may vary
     somewhat)

   - __________

   5. Before he left the theater the rock star was beseiged by screaming fans.

   - Before he left the theater, screaming fans beseiged the rock star. (answers may vary somewhat)

   - __________

   6. A souvenir of her trip to give to her nephew was purchased by Nikki

   - Nikki purchased a souvenir of her trip to give to her nephew. (answers may vary somewhat)

   - __________
7. Before the test began, the students read the directions very carefully.

Before the test began, the directions were read very carefully by the students. (answers may vary somewhat)

8. The U.S. Constitution was signed on September 17, 1787.

The Founders signed the U.S. Constitution on September 17, 1787. (answers may vary somewhat)

9. Witnesses saw a man wearing a hooded sweatshirt and jeans leaving the scene of the crime.

A man wearing a hooded sweatshirt and jeans was seen leaving the scene of the crime. (answers may vary somewhat)

10. As a result of our baseball game, Mrs. Hawkins' window was broken.

As a result of our baseball game, we broke Mrs. Hawkins' window. (answers may vary somewhat)

11. The girl sitting next to me was asked to share her notes from the prior lecture.

I asked the girl sitting next to me to share her notes from the prior lecture. (answers may vary somewhat)

12. When the bell rang, the teacher told the class that they could leave.

When the bell rang, the class was told by the teacher that they could leave. (answers may vary somewhat)

13. When were you planning to tell me about the broken vase?

When was I going to be told about the broken vase? (answers may vary somewhat)

14. The man carrying the marked $100 bills finally admitted that he had stolen them.

The man carrying the marked $100 bills finally admitted that they were stolen. (answers may vary somewhat)
15. The college athletic department has awarded James a full-ride scholarship for soccer.

James was awarded a full-ride soccer scholarship by the college athletic department.

(answers may vary somewhat)

16. The Christmas money had been saved by the children all year long.

The children had been saving the Christmas money all year long. (answers may vary somewhat)

17. Mrs. Dragonbottom’s sarcasm had been patiently endured by the students for a month.

For a month the students had patiently endured Mrs. Dragonbottom’s sarcasm.

(answers may vary somewhat)

18. The drama class presented their spring play *The Crucible* for the student body.

The drama class's spring play *The Crucible* was presented for the student body.

(answers may vary somewhat)

19. My senior class trip began with a tour of D.C. which was taken by everybody in the group.

My senior class trip began with a tour of D.C. which everybody in the group took.

(answers may vary somewhat)

20. In ancient times punctuation wasn't used, which makes their writing hard for us to read.

In ancient times writers didn't use punctuation, which makes their writing hard for us to read.

(answers may vary somewhat)