



Characteristics of effective writing

from the College Board

Characteristics of effective writing	Examples of ineffective writing	Corrected sentences
<p>CONSISTENCY</p> <p>Sequence of tenses</p> <p>Shift of pronoun</p> <p>Parallelism</p> <p>Noun-number agreement</p> <p>Subject-verb agreement</p>	<p>After he broke his arm, he is home for two weeks.</p> <p>If you're tense, one should try to relax.</p> <p>The master carpenter showed us how to countersink the nails, how to varnish the wood, and getting a smooth surface was also demonstrated.</p> <p>Ann and Sarah want to be a pilot.</p> <p>There is eight people on shore.</p>	<p>After he broke his arm, he was home for two weeks.</p> <p>If you're tense, you should try to relax.</p> <p>The master carpenter showed us how to countersink the nails, varnish the wood, and get a smooth surface.</p> <p>Ann and Sarah want to be pilots.</p> <p>There are eight people on shore.</p>
<p>LOGICAL EXPRESSION OF IDEAS</p> <p>Coordination and subordination</p> <p>Logical comparison</p> <p>Modification and word order</p>	<p>Nancy has a rash, and she is probably allergic to something.</p> <p>Harry grew more vegetables than his neighbor's garden.</p> <p>Barking loudly, the tree had the dog's leash wrapped around it.</p>	<p>Nancy has a rash; she is probably allergic to something.</p> <p>Harry grew more vegetables than his neighbor.</p> <p>Barking loudly, the dog had wrapped his leash around the tree.</p>
<p>CLARITY AND PRECISION</p> <p>Ambiguous and vague pronouns</p> <p>Usage</p> <p>Wordiness</p> <p>Missing subject</p> <p>Weak passive verbs</p>	<p>In the newspaper they say that few people voted.</p> <p>He circumvented the globe on his trip.</p> <p>There are many problems in the contemporary world in which we live.</p> <p>If your car is parked here while not eating in the restaurant, it will be towed away.</p> <p>When you bake a cake, the oven should be preheated.</p>	<p>The newspaper reported that few people voted.</p> <p>He circumnavigated the globe on his trip.</p> <p>There are many problems in our world today.</p> <p>If you park here and do not eat in the restaurant, your car will be towed away.</p> <p>When you bake a cake, you should preheat the oven.</p>

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APPROPRIATE USE OF CONVENTIONS

Adjective and adverb confusion

His friends agree that he drives reckless.

His friends agree that he drives recklessly.

Pronoun case

He sat between you and I at the stadium.

He sat between you and me at the stadium.

Idiom

Natalie had a different opinion toward her.

Natalie had a different opinion of her.

Comparison of modifiers

Of the sixteen executives, Meg makes more money.

Of the sixteen executives, Meg makes the most money.

Sentence fragment

Whether or not the answer seems correct.

The answer seems to be correct.

Comma splice or fused sentence

Shawna enjoys crossword puzzles, she works on one every day.

Shawna enjoys crossword puzzles, and she works on one every day.

Source: *The Official SAT Study Guide: For the New SAT*, **The College Board**.

TOLL FREE
800-642-3177

BURLINGTON AREA
655-9602

ONLINE
vsac.org

EMAIL
info@vsac.org

