



**Editing** 



Adding and Deleting Sentences

### **How to Spot**

The question will ask you whether the sentence or phrase in question needs to be added or deleted.

#### **How to Solve**

Get the main idea of the paragraph and then ask yourself whether the sentence effectively contributes to the main idea or not.



**Evaluating Relevant Phrases** 

### **How to Spot**

The question will usually ask for something specific. (Which choice most effectively emphasizes the speed of the train?)

#### **How to Solve**

Do NOT do what "sounds best" to you. Instead, take the question literally and do exactly what it is asking. Look for keywords (specifically, relevant, emphasizes, illustrates, etc.). Once you are confident in your answer, reread the question to make sure your answer addresses what the question requires!



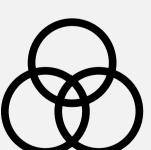
Rearranging Parts of Passages

### **How to Spot**

The question will ask you to place a part of a passage (usually a sentence or paragraph) in the correct place.

### **How to Solve**

Read the part in question and identify specific clues that point to what comes before and after it (pronouns are very helpful!). Next, place the part, keeping the identified clues in mind. Lastly, make sure the part fits both the sentence before it AND after it.



**Primary Purpose** 

### **How to Spot**

The question will state a possible goal for the passage's author and ask if the essay fulfilled that goal.

### **How to Solve**

Keep the big picture in mind. Every paragraph must contribute to the stated goal. The title of the passage is often useful to identify if the goal is fulfilled.



For questions that have answer choices that involve reasoning (adding/deleting, primary purpose, rearranging parts of passage), you can avoid mistakes by evaluating the reasoning first to eliminate wrong answers. This is the same strategy we recommend on "either/or" questions on the ACT Science test.



### Grammar

**Punctuation** 

#### **How to Spot**

Answer choices will have different types of punctuation (commas, semicolons, colons, dashes).

### **How to Solve**

There is no substitute for knowing the rules of punctuation. For a detailed breakdown of all things punctuation, review our Grammar Curriculum and Punctuation Cheat Sheet.



Verbs

### **How to Spot**

Answer choices contain different verb tenses and conjugations (singular vs. plural).

### **How to Solve**

ALWAYS start with assessing subject-verb agreement. Identify whether the subject (usually at the beginning of the clause) is singular or plural, and then make sure the verb matches the subject. If there are multiple answer choices that have the correct subject-verb agreement, then check the tense of the verbs in surrounding sentences.



**Misplaced Modifiers** 

## **How to Spot**

Answer choices will have different subjects and/or voice (active vs. passive), and there will usually be an introductory phrase or clause at the beginning of the sentence that doesn't describe the subject after the comma.

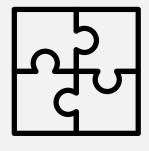
# **How to Solve**

Identifying questions as Misplaced Modifiers is the hardest part! Once you have done so, make sure the descriptive clause or phrase correctly aligns with the subject it is describing.



## Tip

To be safe, check for misplaced modifiers whenever you think you have a question that is just testing on word choice.



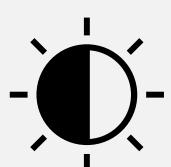
**Pronoun Agreement** 

# How to Spot

Answer choices will have singular and plural pronouns (hers/his/its vs their, usually).

## **How to Solve**

Identify whether the antecedent (the word the pronoun is replacing) is singular or plural, and then make sure the pronoun matches the antecedent.



**Pronoun Clarity** 

## **How to Spot**

Some Answer choices will contain pronouns; others will contain specific nouns.

## **How to Solve**

Pronouns cannot be used unless it is 100% clear what the antecedent is, so the relevant noun is always correct.





Style



Commonly Confused Words

#### **How to Spot**

Answer choices will have vocabulary words that sound similar but mean different things (effect vs affect, its vs it's, then vs than).

#### **How to Solve**

Study the Commonly Confused Words Cheat Sheet! If you don't know the difference between two words, try to use another grammar rule to eliminate wrong answers (i.e. eliminating both affects and effects if you know you need a plural verb).



**Transition Words** 

### **How to Spot**

Answer choices will have different transition words (however, indeed, nonetheless, etc.).

### **How to Solve**

Read both the sentence the transition word is in as well as the sentence before it. Pick the answer choice that correctly matches the relationship between sentences.



Wordiness/Redundancy

### **How to Spot**

Answer choices will have different lengths.

### **How to Solve**

Shorter is better as long as it is both clear and grammatically correct. To solve clarity issues, first ask yourself, is the meaning of the sentence with this answer choice clear? Common clarity issues include ambiguous pronouns, misplaced modifiers, and missing comparisons.



Word Choice/ Idiomatic Expressions

### **How to Spot**

Answer choices will have different prepositional idioms (according to, because of, etc) or vocabulary words.

### **How to Solve**

Plug the answer choices into the sentence and pick the one that sounds best. Do not overthink these, even if you do not know the words.