

Effective Writing in English

A Sourcebook

Exercises

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Third, revised edition

uitgeverij | C
coutinho

bussum 2017

These [exercises](#) pertain to the third, revised edition of *Effective Writing in English* by Mike Hannay and J. Lachlan Mackenzie.

The text fragments that are not attributed to specific authors have been taken from texts written by student learners of English. They may therefore contain other errors and weaknesses than those focused on in the exercises.

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Eerste druk 1998

Zevende, herziene druk 2017

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ISBN 978 90 469 0573 9

NUR 632

Chapter 3

Exercise 1

Consider the following introduction, adapted from a student essay, and answer the questions that follow.

Bulimia nervosa: How to treat the way you eat

Bulimia nervosa is a disorder characterized by an uncontrollable urge to eat an immense amount of food in a short period of time. Usually patients suffering from this disorder hardly even taste the food that is being consumed; in fact, they sometimes do not like the food at all. So-called binge eaters have totally lost control over their eating behaviour so that food has become an obsession for them. However, people who overeat once in a while are not immediately regarded as patients suffering from bulimia nervosa. There is more to compulsory eating than a simple craving for sweets or snacks as it can control people's entire lives, and thus it has to be treated as a mental disorder.

- 1 Is the title well-chosen for this introduction?
- 2 Consider critically, from the point of view of 'forward dynamics', the sentence beginning with *However, people who ...*
- 3 The thesis statement climaxes well with the noun phrase *a mental disorder*, announcing the line that the writer is going to take in the rest of the essay. But has the writer prepared the reader adequately for this perspective on the problem of bulimia nervosa?

Exercise 2

Consider the following introduction, adapted from a student essay, and answer the questions that follow.

Solving youth unemployment, a complicated issue

Graduation day is a milestone in a person's life. Years of hard work are finally rewarded with a slip of paper which promises a great future. This slip of paper will guarantee a good job; at least, that is what teachers and parents have always been saying. In reality, however, things turn out to be a little more complicated than people seem to think. Many graduates optimistically start applying for jobs, but soon discover that finding work in today's job market is not as simple as they were made to believe. After a few unsuccessful applications many soon begin to feel disappointed and redundant. Their dreams of making it in the world are shattered, and a number of them simply give up trying. This shows that youth unemployment is a very serious and growing problem, a problem with many aspects, none of which should be overlooked when trying to find a solution.

- 1 Is the title realistic for a 1,000-word essay?
- 2 Is this paragraph really about youth unemployment (as that expression is normally understood)?
- 3 How effective is the thesis statement? Consider whether:
 - I the opening is appropriate (*This shows that ...*);
 - II evidence has been provided for *growing*;
 - III the thesis statement truly whets the reader's appetite for more and inspires confidence in the writer's ability to present a solution.

Exercise 3

Consider the following introduction, adapted from a student essay, and answer the questions that follow.

American presidential candidates and their confrontation with burdensome pasts

American elections have always involved fierce competition between the candidates. During this hard struggle, not only candidates' political careers can be affected but also their private lives. Any means, political or personal, is used to pave the way to the White House by damaging or even destroying opponents' credibility. The national press, too, becomes the nominees' enemy, for this powerful network will not refrain from revealing harmful facts that have been carefully hidden from the public eye, and there is no doubt that negative publicity does influence voters. An American candidate must have an immaculate record to run for President.

- 1 Do you feel that the title satisfies the requirements of brevity and clarity?
- 2 Is the topic sentence independent of the title?
- 3 What is your opinion of the thesis statement?
 - I Is it true?
 - II Does it prepare the reader for the text to follow?

Chapter 4

Exercise 1

- 1 Write a body paragraph of 100 to 150 words, beginning with the topic sentence 'Whereas spending some time in a foreign country is a valuable experience, it is above all by studying its literature that we can gain true insight into its culture.' in the context of a 1,000-word essay on International Education.
- 2 When you have completed the paragraph, describe how you have structured it in terms of the notions presented in Chapter 4 Section 3 of *Effective Writing in English*.
- 3 Rewrite your paragraph with respect to the following questions from Chapter 4 Section 5 of *Effective Writing in English*:
 - I Is the content of the paragraph covered by the topic sentence?
 - II Does the paragraph have a climactic ending?
 - III Does the paragraph link up appropriately with the preceding and following paragraphs?

Exercise 2

Perform the same series of activities as in Exercise 1, taking the following topic sentences as your point of departure.

- (1) There are three reasons why schools need to devote more time in their curriculum to instruction in the use of computers. [Context: a 1,000-word essay on Computer Literacy]
- (2) Nowadays, most people in the Western world have a succession of careers in their working lifetime. [Context: a 1,000-word essay on Lifelong Learning]
- (3) The first countries to join together in what was then generally known as the Common Market were France, Germany, Italy and the Benelux countries. [Context: a 1,000-word essay entitled 'Can the European Union keep on growing?']

Chapter 5

Exercise 1

Write a concluding paragraph for the following text:

The future of the British constituency system

In recent years there has been slowly but constantly growing opposition to the way in which the British electorate is represented in Parliament. Under the present system the winner in any one constituency in effect takes all the votes, which many people find unfair. Most of the protests come from political parties that are the victims of this system, especially the Liberal-Social Democratic Party, whose views are relatively under-represented in British public life. The discussion about whether to change over to proportional representation recently received a new impulse when France changed its system, which was more similar to the British one, to a more direct type of representation. Has the time come for Britain, too, to have her MPs represent the people on a proportional basis?

A first, straightforward and strong argument in favour of the representational system is that it is fairer. Elections should give a just reflection of the way in which the British people want their country to be governed. In a constituency system, the final results of the election can give a distorted reflection of the electorate's preference. A difference of 10 per cent in the popular vote may generate a difference of 40 to 50 seats. In the October 1974 elections, for example, the Liberal Party gained 18 per cent of the vote and yet won only 13 seats out of 635. Another, even more excessive example from the 1974 elections took place in Scotland, where the Scottish National Party won 11 out of 71 seats, with 30 per cent of the votes, whereas Labour won 41 seats, even though they were backed by a mere 36 per cent of the voters.

As a result of this 'winner takes all' principle, the constituency system tends to work in the favour of the two major parties. In Britain these are the Conservative Party and the Labour Party. As a consequence, the voter, if he wants his vote to have any influence, is more or less forced to vote either Labour or Conservative, especially in a constituency where any other candidate is most unlikely to win. This situation has become even worse because the system not only keeps the major parties powerful but it has also allowed the rise of extremist wings in these parties. It was the increasing influence of ultra-left Marxists within the Labour Party that led to the foundation of the Social Democratic Party by more moderate Labour members.

There is one point that can be regarded as either an advantage or a disadvantage of the present system. This is that the MP stands very close to the persons who voted for him. On the one hand this can be regarded as very positive: the MP can explain to the voters personally why they should vote for him, what principles he stands for, what results they may expect, etc. In countries where members of parliament are chosen on a proportional basis, people have to vote for someone they do not know at all, and who does not know them at all. On the other hand, there is a danger that the voters are so close to their MP that the interests of his or her constituency may become more prominent than the national interest. This problem, which threatens national democracy, may mean that MPs will not

plead for and decide on measures according to their party's ideas or what they really think is best, but that they will base their decision on how to keep their constituency content. If, for example, an agricultural commission recommends that the Government decrease state subsidies on farm machinery, MPs who represent a farming constituency will almost automatically reject the commission's proposal.

The fact that a constituency system leads to a two-party system automatically results in one of the two parties winning the elections with an absolute majority. Such a party will be able to form the government, without having to cobble together a coalition with another political party with a different ideology. In countries with a proportional representation system, parties are often forced to form a coalition in order to be assured of a majority in parliament. However, it often proves very difficult to govern a country with a coalition. First of all, it is very hard to make clear decisions, with proposals from one coalition partner often being watered down or even turned down by the others. A one-party government, by contrast, can count on its proposals being accepted by parliament, with policy and decision-making not being influenced by reluctant partners. Secondly, coalition governments often do not last very long and are apt to fall before they have completed their term of office. In Italy, for example, the average lifetime of a government is about sixteen months. It is obvious that such constant fluctuations do not provide for a very stable policy.

Exercise 2

Evaluate the following climax sentences:

- (1) In this way we might make a little progress, perhaps.
- (2) And not for the first time.
- (3) India is subject to the same dangers as well.
- (4) Parents share the teacher's responsibility in that they should give all necessary background information concerning their children so that the teacher will be able to establish a better relationship between himself and his pupils, which will in itself lead to better teaching as well as better understanding from the parents, thus relieving the teacher, to a certain extent, from some of his responsibilities, a heavy burden, indeed.

Chapter 6

Exercise 1

Link these sentences in as many ways as possible using dependent clauses.

- (1) A hasty decision might be the death blow to our hopes. We therefore have to take absolutely everything into account.
- (2) The new Ford is going to be a great success. This is clear from the sales figures for the first quarter.
- (3) The top selling authors of 2008 were Rankin, Boyd, Elton and Amis. Rankin knocked Boyd off the number one spot.
American and Russian nuclear missiles have continued to be active despite the 2007 Geneva agreement. However, from 1 January they will have no pre-set targets for the first time since the Cold War.
- (5) Present at the conference were the members of the special commission on product innovation. All of them had experience in dynamic markets.
- (6) *Allied Corporations* plans to merge with *Signal* to form a company with annual sales of \$21 billion. *Allied Corporations'* sales rose to \$14.7 billion in 2008.
- (7) Zeolites act like sieves. They only catch molecules small enough to fit into the cavities. And they exclude larger molecules.
- (8) Drinking polluted water eventually led to the poison accumulating in people's bodies. There it destroyed their health.
- (9) This sort of comedy is sometimes known as 'dangerous' comedy. The main danger is that of not getting a laugh.
- (10) To the South and the East, the spread of the accent is much greater. It now covers most of Kent and Essex.
- (11) The refugees were waiting patiently. Many of them were wounded.
- (12) *Alternative Cabaret* lasted for about two years. During this time it created the beginnings of a thriving pub comedy circuit.
- (13) Many people speak two languages fluently. However, there are few who can speak four or five equally well.
- (14) Scotland was a kingdom until 1707. In this year the English and Scottish parliaments were formally united in the Act of Union.
- (15) To give a good survey of the continental influences of the Old French dialects one must use reliable text data. That means using documents that are localized and dated in the text itself.

Exercise 2

Convert each of the following strings of sentences into a flowing paragraph. When deciding on what sentences to combine, take into account that the italicized sentence should provide the basis for the topic sentence.

- (1) *Unlike West Germany, East Germany did not have a strong economy.* It was a poor country. Many people conveniently forgot about this when reunification took place. They were in a party mood and did not think about the future. The future turned out to be sad for many people. Reunification meant that many jobs were lost.
- (2) *Undoubtedly, the most widely known serial killer is the infamous Jack the Ripper.* In 1880 he was said to have killed five or possibly six prostitutes. However, he was never caught. It is not even certain that Jack the Ripper was a man. And it is not even certain that all the murders were committed by one and the same person.

Exercise 3

Combine the italicized sentence with either the previous one or the following one. The italicized sentence should become a dependent clause. In some cases it may be necessary to alter the wording.

- (1) The Dutch had been fighting the Acehnese for more than thirty years before they succeeded in defeating them. It took them such a long time because they thought the war was won when the sultan was beaten. But his control over the local heads was only very limited, so they did not obey the commands the sultan gave them by order of the Dutch. *The ethnologist Snouck Hurgronje was the man who discovered this.* He advised the government in Batavia to eliminate especially the local gang leaders. The Dutch succeeded in doing this after many years of severe struggle, but Aceh continued to trouble them.
- (2) A few researchers studied the relationship between uncertainty or risk preference and the use of diagnostic facilities. Nightingale studied risk-seeking or risk-avoiding behaviour of residents and their use of laboratory tests. *He used methods described by Tversky and Kahneman.* To make a difference in risk seeking or -avoiding one often used gambling games: the subject gets the opportunity to choose between two possibilities: a sure gain of e.g. \$80 or a gamble with 85% chance to gain \$85 and 15% chance to gain nothing.
- (3) The acknowledgement and conceptualisation of chaos has been anathema to the social sciences. We have conceptualised history as moving from one ordered stage towards another. The examples are abundant: e.g. Gemeinschaft and Gesellschaft, that is, conceptualising tradition as an orderly past and development as an orderly future (for instance Kemp, 1988). We use words such as structures, systems, culture or actor almost matter-of-factly. *These are looked upon as unproblematic wholes on which we can base our analysis.* All of this regularly results in an appalling superficiality.

Exercise 4

Read through the following paragraphs and identify the sentence which stands out too much and needs to be combined with another sentence in order to background the information concerned. Then rewrite the stretch of text accordingly.

- (1) To the uninitiated eye, one space shuttle looks much like the next. The Soviet shuttle 'Buran' bears striking similarities to the three shuttles in America's fleet. Buran's maiden flight has been put back to November 8th or later. It will differ from the flight of an American shuttle in two important ways: it will be unmanned and shorter. Nevertheless, many Americans assume that 'Buran' and her sister 'Ptisha' are bootleg versions of the American craft. 'Buran' and 'Ptisha' are a pleasing eight years late. [Adapted from: *The Economist*, 5 November 1989, p. 97.]
- (2) The influence of the different continental dialects on Anglo-Norman as described by Pope run parallel with certain developments in the history of England. For instance, in 1066 William the Conqueror came to England, and his followers came especially from Normandy, Bretagne and Maine. In 1054 Henry II of Plantagenet, Duke of Normandy and Aquitaine and Earl of Anjou, became king of England. His vassals replaced the reigning nobility. They came from all parts of the empire of the Plantagenets, which contained the whole of Western France.
- (3) The number of animals used in vivisection is declining, but there is still a large number of animals which end up on a laboratory table. Laboratories use a lot of small animals such as flies, fleas, slugs and mussels. The exact number is unknown, because these animals do not have to be registered. The animals are used for various scientific experiments. Most experiments have a medical purpose. For example, vivisection is performed to test the safety of medicines and to find remedies against diseases.
- (4) When one half of an unmarried couple dies, the other half inherits nothing. For this reason it is wise to draw up an official living-together contract. In this contract certain provisions can be made. One of the provisions may be that in case of death the partner becomes the legal owner of all common property and money. The contract may also include an exact description of this common property; these goods are then excluded from the inheritance of the deceased.

Exercise 5

In the following text, the italicized sentence has too many information peaks. Break the sentence down into two shorter sentences.

For a girl under the age of sixteen, pregnancy will in most cases prove hazardous to her health, because when she is this young her body is not yet fully equipped for carrying a child. *Consequently, she will probably be too weak to carry the baby to full term, meaning that the baby will be born too early, which might still cause it to die, and even if the girl is strong enough to carry the child all or most of the nine months, delivering it still might prove too strenuous for her to survive it.*

Chapter 7

Exercise 1

Convert each of the following sentences into a cleft construction in which the italicized element in the original sentence is the focus.

- (1) On farms in Scotland *the women* milk the cows.
- (2) I saw *the defendant* running away from the scene of the crime.
- (3) Did you lend your dictionary *to Howard*?
- (4) *In 1914* the First World War broke out.
- (5) *Not until last summer* did he fully appreciate her.
- (6) *On account of her interest in becoming a professional* he bought her an expensive violin.
- (7) *After the solution had cooled*, it was decided to add the sulphate.
- (8) *Very gradually*, the patient began to recover.

Exercise 2

Convert each of the following sentences into a pseudo-cleft construction in which the italicized element in the original sentence is the focus and follows the verb *be*; use both a *wh*-form and a 'long expression' in each case.

- (1) This book will deal with *the history of Mexico*.
- (2) The British defeated the Germans *at El Alamein*.
- (3) The attack on Pearl Harbor took place *on 7 December 1941*.
- (4) You open this can *with a special can opener*.
- (5) He committed the murder *to avenge his mother's death*.

Exercise 3

Rewrite each of your answers to Exercise 2, reversing the pseudo-clefts to put the focus in front of the verb *be*.

Exercise 4

Convert each of the following sentences into a *th-wh* construction in which the italicized element in the original sentence is the focus.

- (1) *For this reason* many Eastern European countries are hoping to join the European Union.
- (2) *At that place* the ship is believed to have sunk.
- (3) *In this way* the airline companies will survive into the twenty-first century.
- (4) *At that time* Hong Kong will be returned to the People's Republic of China.
- (5) *That person* is likely to become the next Prime Minister.

Exercise 5

Reformulate the following sentences and parts of sentences such that the italicized part becomes the grammatical subject.

- (1) Nature becomes very polluted, *through which* many animals and plants become extinct.
- (2) One gets more closely involved in the life and customs of other people *by the medium of television*.
- (3) *Through these measures* unemployment increased rapidly in the seventies.
- (4) *With this distinction* we intend to show ...
- (5) Thus *by immurement* people are robbed of their main source of joy.
- (6) This will stimulate a teacher and her pupil to talk to each other regularly, *by which* the pupil might come up with reasons for his bad behaviour.
- (7) *By the same writer* the English are accused of inverted patriotic snobbery.
- (8) The reason why children often love watching television can be explained *by this*.
- (9) *Of Gorbachev* it was known that he preferred Reykjavik to Helsinki.
- (10) *Of that* the Russian people are rightfully proud.

Exercise 6

Each of the text segments below contains a clause which is problematic in terms of application of the five basic construction principles discussed in Chapter 7. Use grammatical devices to manipulate the order of information so that the resulting clause or sentence adheres to the basic principles.

- (1) Even so, the document was widely held to be fair and reasonable. Mr Perez de Cuellar urged the Argentines to accept, but to his final communication with Buenos Aires no reply was given.
- (2) As a result of Turkey's growing tourist industry, relations between citizens changed. However, a much more important reason for the change in relations is that many Turks now have Western partners. The need to establish contacts with Europeans, especially today when it is more difficult to obtain a work permit for a European country, caused this.
- (3) The Social Democrats adopt the position that not only the number of immigrants should be limited but also that social programmes and bilingual education for foreigners should be started, aiming at integration rather than confrontation.
- (4) Countries such as Japan, the US and Great Britain stated that with the rigorous climate in Antarctica mining is unlikely. Furthermore, recently Holland, an opponent of large-scale development, joined the conservative parties and may exert some influence.
- (5) By providing more and more training programmes to house all students who wish to attend a university, a discussion about the possible degrading of the 'alma mater' starts.
- (6) It therefore seems inevitable that, at least in the near future, in some countries the killing of elephants will be necessary, however contradictory this may seem.

- (7) [about the old USSR] Every national has the right to go into politics and have some influence on the way he is governed. Restrictions only exist to enlarge personal freedom. Until recently, in what used to be the USSR the situation was very different. Instead of having several political parties in the government, the nation was ruled by only one party which had all the power.
- (8) Many people believe that the pill causes breast, liver, or cervical cancer. According to some researchers, the hormone progesterone causes these forms of cancer. However, other researchers claim that this hormone might actually combat existing tumours.
- (9) For MCA, at a cut off of 11 U./ml a sensitivity of 30% and a specificity of 87% is reached.
- (10) First of all, there is the recession in the sectors of the economy in which the mafia has always had great influence: construction and shipbuilding. In the South, which has a tradition of high unemployment, in order to get a job one had to go to the mafia rather than to the government.
- (11) Regular agriculture is a monoculture agriculture, where the farmers become specialized in the product they grow or keep. Exhaustion of the soil is caused by the monoculture; the ground is not fertile enough to grow the same product on it every year.
- (12) Eastern European governments used not to maintain any international trade relations. Nevertheless, in the past, in practice, western European banks and industries have managed to perform a great many transactions with eastern European countries.
- (13) As soon as the situation in these countries calms down, a lot of the immigrants will simply return to their own countries and their own families. This already happened when the situation in Poland calmed down: most Polish people went back. This means that the German government will be in for a very unpleasant surprise, if they do not consider a policy which allows immigrants into Germany.
- (14) Many students have to accept a job that they do not like after a period of applying and being rejected, and most of the time this job is beneath their standards.
- (15) Under the Constitution the whole system of social security was declared a right of every citizen. The government played the biggest part in building up this new society. A system of social services, with social workers trained to cope with the problems of the youngsters, the unemployed, the sick and others less well off, emerged.
- (16) When people express their thoughts by means of language, they use certain expressions without really thinking about it. These expressions often reflect traditional thinking patterns and convey social relationships. Especially women suffer from this.
- (17) The fact that refugees encounter a lot of hostility and aggression has caused many of them to return home. However, enormous problems occur when they return. In Afghanistan, for example ...
- (18) As most pupils aged 17 or 18 do not yet know what they would eventually like to be, often choices based on the wrong motivations are made. For instance ...
- (19) In the 1780s this number had fallen to around 80. Yet more or less the same thing had taken place during the 1740s, when an earlier generation had been replaced. Then, the number of available *proponenten* had fallen to 98 in 1747.
- (20) Only when the television news started to show dying Kurds did the relief action start slowly.

Exercise 7

Rewrite the italicized sentences in the following paragraph so as to create a dominant perspective in thematic development. Concentrate on promoting chronological development and above all the actions of the company and those intimately involved with it.

- (1) The reputation of Heineken as one of the world's leading beer brewers is the product of long-standing craftsmanship, enterprise and daring.
- (2) *Gerard Heineken had an eye for new developments in the brewery world from the beginning.*
- (3) He was the first to introduce the so-called bottom fermentation of beer.
- (4) *Moreover, the search for the best ingredients sent him all over Europe.*
- (5) *A special laboratory, at the time unique in the brewery business, checked the quality of the basic ingredients and the final product.*
- (6) *Pioneering work was also performed by the company in the field of pure yeast culture.*
- (7) *Dr Elion, a pupil of Louis Pasteur, developed the Heineken A-yeast in 1886, which still forms the basis for the specific taste of Heineken beer worldwide.*
- (8) Dr Henry Pierre Heineken, the son of G.A. Heineken, guaranteed the rapid expansion of the company.
- (9) His life's work was to perfect the beer-brewing process.
- (10) Like no other he realized that a product of a high and consistent quality would be a successful product.
- (11) *Alfred A. Heineken continued this approach.*
- (12) From the 1950s onward he brought the Heineken label worldwide fame and gave it a unique image.
- (13) He did so partly by setting up an advertising department modelled on American lines.
- (14) *In addition the basis was laid for the international structure and organization of the Heineken concern.*

Chapter 8

Exercise 1

Each of the following sentences needs improvement with respect to some aspect of reference. The faulty word or passage has been shown in bold face. Indicate what the problem is, and correct it.

- (1) According to some people, doing a degree in arts and humanities is the same as committing suicide: **they** are thought to have no chance of finding any suitable employment.
- (2) The Industrial Revolution brought along social abuses and represented a spiritual void. The Victorian Age reacted to this void with a reassessment of British culture: **institutions such as the BBC, the publishing company Penguin and several other projects** stimulating music, theatre and dance were founded.
- (3) Gnosticism was a movement which strove for esoteric knowledge. This knowledge was related to the divine nature of the human soul and was secret. The gnostic path to this esoteric consciousness was a kind of pilgrimage: **they** travelled in their souls, searching for divinity.
- (4) The career prospects of young children are already influenced, positively or negatively, at a very early stage, depending on **the child's** parents' income.
- (5) Every country has to deal with the immigration problem in **their** own way.
- (6) Greenpeace is not only concerned with the pollution that is caused by new developments such as genetic engineering but also with the balance in nature. It is of the utmost importance to maintain this **balance in nature**, because it forms the basis of all life in this world.
- (7) The impact of some of the articles and reports by journalists in newspapers or on television is much greater than when **it** is said by the average citizen.
- (8) To call for changes in society cannot be of any immediate help to the individual patient. What **they** need is the assurance that they can live without having to be afraid of their emotions and without their obsessive addiction to food.
- (9) People who have a part of their bodies pierced should beware of drugs, stress, lack of sleep and unwholesome food, because **they** can have a bad influence on the healing process.
- (10) When a company brings in part-timers, it is not always a voluntary choice. **They** often have to.
- (11) Food is produced on the basis of raw materials by arable farming, market gardening, cattle farming and fishery. **These branches of industry** rely on a good quality of air, water and soil.
- (12) In discussion on petty crime, the individual citizen has not yet been taken into account. However, there are reasons to put the blame on **them**, too.
- (13) A small exception was made for government plans to prevent AIDS, which was necessary because this disease cannot be stopped without looking into the problems of homosexuals, who are especially at risk of contracting **the disease**.

- (14) President Clinton's tough plans have not been received with open arms. The business community, for example, is offering resistance to **Mr Clinton's** plans since the measures may have a negative effect on their profits.
- (15) The public enjoys listening to music on the radio, likes reading about celebrities in magazines and wants to see **their** favourite artists on TV.
- (16) Drilling operations seem to share **these** characteristics: ...
- (17) Having analysed what these organizations do differently, Johnson concludes that **these organizations** give insight into a distinctive set of processes that promote effectiveness.
- (18) Verbeij et al. (2000) developed models for analysing the financial systems involved. However, **his models** are too complicated to explain in detail here.
- (19) From a rational point of view, one would assume that people make use of this additional information by for instance improving their future performance. This assumption is based on the idea that people look at the additional information and process **them**.
- (20) Named after a Dutch king, Willem III is one of the biggest rowing clubs in Amsterdam. It is situated on the bank of the river Amstel on the outskirts of **Amsterdam**.

Exercise 2

Rewrite the following five text fragments, replacing the italicized cohesion markers with one of the following five adjectives and making any necessary adjustments:

additional, opposite, resultant, reverse, supplementary

- (1) It is generally seen as a major difficulty that the talks are being held before hostilities have ceased. It is *also* a problem that both sides have stated that they will not regard the outcome of the talks as binding.
- (2) Many scientists have drawn the conclusion from recent meteorological data that the average surface temperature is rising. *However*, the view that it is in fact not rising has found favour in certain climatological circles.
- (3) The riots spread rapidly across the city. The fear, *therefore*, was that the police would lose control of the situation.
- (4) The accused was unable to provide a plausible alibi. There was *also* evidence that he had a strong motive to commit the crime.
- (5) The demise of the symphony orchestra has been predicted at various points throughout the twentieth century. *As we enter the twenty-first, however*, the prediction seems justified that it will become healthier than ever.

Exercise 3

Complete the following text, which could appear in the conclusion of a text reporting on research, by replacing the 10 capitalized verbs with either the present perfect or past tense form of each verb. Explain how the alternation in the text between present perfect and past brings out breaks in cohesion.

The results of our investigation SHOW that there is a significant correlation between school attendance and school performance. Our conclusions are thus at variance with Brown (1993), who CLAIM to demonstrate that other factors, but not school attendance, BE relevant. By holding those other factors constant, we ASSEMBLE strong evidence to suggest what many people always BELIEVE, namely that truancy negatively influences attainment. Whereas Brown BASE his results on the findings at one school, we EXAMINE five different school environments. Arguing that Brown's data REFLECT a particular educational system in which schoolchildren BE given great freedom of choice, we ESTABLISH an across-the-board correlation between attendance and performance.

Exercise 4

Identify the lack of cohesion in each of the following passages, extracted from student essays, and then rewrite the passage, making the cohesive relations clearer by using appropriate connectives.

Example:

The majority of the articles on anorexia and bulimia were mainly concerned with the impact of these eating disorders on the patients' lives, and these articles hardly ever discussed their exact nature and their specific causes. It is the nature and the causes of eating disorders that will be discussed here.

Answer:

The coordinator *and* does not capture the adversative relation between the two clauses in the first sentence.

Rewrite:

The majority of the articles on anorexia and bulimia were mainly concerned with the impact of these eating disorders on the patients' lives, but these articles hardly ever discussed their exact nature and their specific causes. It is the nature and the causes of eating disorders that will be discussed here.

or:

Although the majority of the articles on anorexia and bulimia were mainly concerned with the impact of these eating disorders on the patients' lives, they hardly ever discussed their exact nature and their specific causes. It is the nature and the causes of eating disorders that will be discussed here.

- (1) The human body lacks sufficient natural immunity against ultraviolet radiation, but there are three kinds of ultraviolet rays, namely UV-A, UV-B and UV-C.
- (2) The only way Third World countries can earn money is through the export of raw materials. Many countries' exports depend on a single type of raw material. However, the prices of these raw materials have decreased rapidly, leading to major financial problems in the poorest countries. Their development potential becomes smaller. [end of paragraph]
- (3) The high production levels achieved in regular agriculture also have their dark side: the overproduction of manure and the exhaustion of the soil. In biological agriculture, overproduction does not exist. Biological agriculture tries to keep the soil fruitful by keeping the amount of manure under control and growing different crops every year.
- (4) Standard agriculture is making increasing use of heated greenhouses. Several harvests can be reaped in a single year, and any kind of vegetable can be grown at any time of year.
- (5) What Eliot meant was that the emphasis should be on Poe. However, this does not mean simply that we should make Freudian speculations about the man to explain his works. It does not mean that we should worship Poe by looking at his works as if they came from a god. On the contrary, it means that we should adopt a reverse treatment: instead of describing what Poe wrote, we should explain why he wrote it.
- (6) All arguments in favour of preventing women from entering the priesthood are based on biblical texts which were written down nineteen centuries ago. These arguments do not hold in today's world, in which women do have important functions.
- (7) There are two things we can say in general about serial killings. They are murders committed with some kind of regularity, so much so that some killers even see their killing as a sort of menstruation cycle. There are often quite strong outward similarities between the victims: most of the time they are all young girls, or all women with blond hair, all prostitutes or all elderly women. [end of paragraph]
- (8) Another important problem in the completion of the EEC is Denmark's refusal to ratify the Maastricht Treaty and the slim majority who voted in favour in France, which created a lot of anti-Community sentiment throughout Europe. The Community will no doubt survive with or without Denmark as a full member.
- (9) Another alternative is the hydrogen engine, which has the same problems as the electric engine: gas is difficult to store safely because it is highly explosive. In addition, a hydrogen engine uses a lot of gas per kilometre, so that the car needs a huge gas tank. The advantage of this kind of car is that it hardly produces any exhaust fumes.
- (10) Recently, the number of offences committed by gangs in the Netherlands has increased dramatically. That is why these criminal gangs are starting to form a great threat to society and need to be dealt with quickly. But how can Dutch society prevent young people from joining these gangs?

Exercise 5

Read the following text closely, slightly adapted from the article by Leopold Labetz, 'Dictatorship of the Proletariat', in *The Fontana Dictionary of Modern Thought* (eds A. Bullock & O. Stallybrass, London: Fontana, 1977).

The dictatorship of the proletariat is a Marxist concept used to define the exercise of State power in a period between socialist revolution and the establishment of a socialist society. Its interpretation has been subject to considerable controversy and it has undergone a significant evolution. The idea derives from Blanqui's minority 'revolutionary dictatorship', and was adapted by Marx to his own socio-historical scheme. Marx, however, never made clear the role of the 'revolutionary élite' and the relation between the 'dictatorship of the proletariat' and the 'rule of the working class'. Nor did he explain what he meant by 'dictatorship', which he used interchangeably with 'rule' (*Herrschaft*).

This ambiguity has become a bone of contention between his reformist and revolutionary followers. The former quote Marx's opinion (in his Amsterdam address of 8 September 1872) that 'the workers may be able to attain their aims by peaceful means' in such countries as America, England and Holland. Revolutionary Marxists, however, refer to Marx's early writings and insist on the universal necessity for a revolutionary dictatorship. Attempts to apply the Marxian formula in Leninist practice led to the erosion of its social component and to an added significance being given to its political component. It became in effect synonymous with the dictatorship of the Communist Party. In theory, according to Engels, by taking power 'the proletariat abolishes itself as a class'; in practice, the Party rules on its behalf.

Apart from its ambiguity, an additional difficulty for Marxists in using the formula is the fact that it had to be made to fit the economically backward countries such as Russia and China where the 'proletariat' formed a small, or even insignificant, part of the population. Both Lenin and Mao Tse-Tung developed it to suit their own purposes and so have other Communist rulers. It is, in fact, now devoid of any specific sociological meaning. Its significance is primarily political, serving as an ideological canon to justify Communist rule. But some of the Communist parties (e.g. the French and the Japanese) have officially abandoned the concept, retaining instead the formula of the hegemony of the working class.

- 1 Identify the connectives in this text, classifying them as additive, adversative, resultative and/or summative. (Not all the types are represented!)
- 2 Identify instances of anaphora, distinguishing cases of total repetition, partial repetition, pronominalization and zero anaphora.
- 3 List all the Marxist terms you can find in the passage, and try to establish the relations that exist among the various words that you find. To what extent does the writer expect you to know certain facts about Marxism, important Marxist personalities, etc.?
- 4 Discuss the reference of *The idea* in the third sentence – which idea is meant?
- 5 Trace the use of tenses through the passage. Discuss the distinction between the use of the present perfect and the use of the past tense.

Exercise 6

Given the following data:

- (1) In 58, Caesar won a battle against the Helvetii, a people from what is now Switzerland.
- (2) In 57, he won a battle against the Belgae in the north of Gaul.
- (3) In 56, he won battles against the Veneti in the west, the Morini in the north and the Menapii in the east.
- (4) In 55, he won battles in the east against the Usipetes and the Tencteri (German tribes).

Present all this information in a text of no more than 70 words in which you make varied but cohesive use of a selection of words from the following pool:

verbs: win, defeat, overcome, vanquish

nouns: victory, triumph

adjectives: victorious, triumphant

Chapter 9

Exercise 1

Punctuate the following sentences using commas only.

- (1) What is more the reality of the situation should not be overlooked.
- (2) Whether that will be enough for a recovery of the population remains to be seen.
- (3) In addition to these compulsory subjects Muslim children also learn more about their own cultural norms which means that they see things from both sides.
- (4) American plant efficiency is much improved with Ford leading the way.
- (5) As a matter of fact the five countries asking for the ban to be lifted (Botswana Malawi Namibia Zambia and South Africa) have protected their elephants so well that they are now suffering from the problem of elephant overpopulation.
- (6) After reading this memo should be burned.
- (7) The more cynical governments claim that the only people who protest their innocence are those that are very clearly guilty.
- (8) However thousands of children have to fight every day which is regrettable.

Exercise 2

In each of the following sentences two clauses are linked by *and* or *but*. Decide in each case whether or not a comma is appropriate. Motivate your decision.

- (1) It is hardly likely that an agreement will be reached and even if it were, the chances of a long-term solution would be small.
- (2) Some systems, such as Nue Spelling, stay with familiar letters and try to use them in a regular way.
- (3) On a number of occasions, the Dutch Government has promised to take radical measures to help members of ethnic groups with their language problems but this is more easily said than done.
- (4) There are a number of reasons for the apparent success of the recent European anti-smoking campaign. To start with, this particular campaign was supported by a number of public figures from the world of sport and a second reason was that it coincided with the publication of new findings about the effect of passive smoking.
- (5) Which of these dialects produced modern Standard English? The modern language is in fact something of a mixture but by far the most dominant influence was the dialect of the East Midlands.
- (6) The major arguments in favour of the Channel Tunnel concerned economic survival and political necessity and could be seen in the context of Britain's flagging status in the European Community.

Exercise 3

Each of the following sentences involves a comma splice. Edit the sentence by using alternative forms of punctuation or by means of syntactic devices for combining the two messages.

- (1) The same holds for negative feedback, in this case, the students receive a negative evaluation about themselves.
- (2) In varying degrees the British, French and Italians were all hesitant, so was the Dutch Secretary of State for Defence.
- (3) The answer to the problems concerning integration cannot be found in pointing out the shortcomings of minority groups, these shortcomings are found within all groups of society.
- (4) The third type of RP is 'advanced RP', it is only spoken by young people belonging to exclusive social groups.
- (5) The economic refugees form one of the largest groups of asylum seekers, therefore governments could save a large amount of money if they did not allow them to make an official request for asylum.
- (6) Racial hatred is a centuries-old phenomenon, where there are minority and majority groups, there is often hatred towards the minority group, certainly when factors such as different skin colour or religion are involved.
- (7) It is no longer the case that homosexuality has to be fought for, increased tolerance has given homosexuals the opportunity to live more normal lives, which includes a family life.

Exercise 4

For each blank in the following text decide whether or not a comma is appropriate. In each case, motivate your decision.

In this study a excess energy expenditure attributable to nicotine b was apparent both at rest c and during light physical activity. Although the excess expenditure due to nicotine was proportionately similar during rest (5.3 percent of base-line resting metabolic rate) d and activity (4.9 percent of the metabolic rate during base-line activity) e the absolute expenditure attributable to nicotine f was more than twice as great during activity (12.1 percent of base-line resting metabolic rate). These results indicate g that the metabolic effect of nicotine may play a greater part in accounting for body-weight differences between smokers and non-smokers h than was previously believed. Previous research i which examined the metabolic effects of smoking almost exclusively during rest j usually reported a short-term increase in expenditure k similar to that found during rest with nicotine intake in this study. However l given the fact m that most smokers smoke more frequently during light daily activity n than at rest o it appears p that the small but significant metabolic effect of nicotine at rest may be less relevant than the more substantial metabolic effect of nicotine during activity q in explaining the effect of smoking and body weight. For example r if the results of this study were

generalized to the effects of nicotine intake (i.e. smoking) over the course of a day s the excess expenditure attributable to regular smoking during eight hours of rest t would total approximately 130 kJ (31 kcal) for the average smoker in this study u whereas the excess expenditure attributable to the same nicotine intake during eight hours of light physical activity v would total 288 kJ (69 kcal).

[From: K.A. Perkins et al. 1989. The effect of nicotine on energy expenditure during light physical activity. *The New England Journal of Medicine*, Vol. 320, No. 14. pp. 898-903.]

Exercise 5

In each of the following sentences there is either a comma missing or one of the commas should not be there. Identify and describe the problem case.

- (1) Research done by Weick, Sutcliffe, Dekker and others, suggests that ...
- (2) And Annelies who is an 81-year-old widow, benefits enormously from the weekly meals, which keep her connected to the community.
- (3) This image is so strong, that it leads to strong negative feelings once the image is attacked or criticized. Normally, humans then want to resolve those states and restore the image as being good.
- (4) Barner et al. quote Rochlin who summarized some of the paradoxes of effectiveness as follows: ...
- (5) The cognitive processes are top-down regulating emotional responses, therefore a player experiences lower emotional arousal than when s/he was still learning the game.
- (6) These nights are such a success, a second meal-night has started up on Fridays.
- (7) This process can temporarily lower reflective decision-making and inhibitory control which can then result in self-control failure and negative behavioural outcomes just after the game.
- (8) In this context, theologians who want to track current spiritualities and traces of God's Spirit, are curious to use ethnography beyond the borders of Christian affiliation.
- (9) This does not need to be explicated, the practice does its dynamic work mostly in silence.
- (10) During the interviews however, many interviewees mentioned their appreciation of the rituality.

Exercise 6

Punctuate the following text using commas.

Nineteenth-century historians (in Western Europe and North America) dealt largely with governments and great men and with the development of national consciousness and the growth of political liberalism; twentieth-century historians more interested in economic and social democracy have turned towards economic and social history towards peoples and away from individuals. Traditionally historians in the Western countries were interested only in their own civilisation seeing the rest of the world if at all in terms of interaction with Western culture. Now that many new nationalities compete for attention on the world stage there has been a boom in African history in Latin American history and above all in Chinese and East Asian history. In these days when colonisation is in sad disrepute the attempt is made to study the various civilisations involved from the standpoint of their indigenous development rather than from that of their contact with the West.

Exercise 7

Complete the blanks in the following texts using either a colon or a semi-colon.

- (1) Often a financial consideration is made _____ what would I get in return if I helped some country?
- (2) Another factor is the place of the disaster _____ most fish and birds live close to coastal regions and therefore accidents near the coast cause more harm than those further out at sea.
- (3) The situation is no less volatile on the other side of the Pacific _____ in Thailand, migrant workers flock to the forests along the Thai-Cambodian border to harvest timber or mine for precious stones, only to contract malaria _____ in some villages in Vietnam and Burma, almost everyone has the disease.
- (4) The abolition of proportional representation in 1929 made next to no difference to the nationalists _____ what it did was to prevent splinter groups of unionists from winning seats. Since 1929 differences of opinion have usually been thrashed out within the party circle, and when a dissident group like the progressive unionists went to the polls in 1938 they were ignominiously defeated. As things are, there is little place for the labour party or for the independents. Labour won three seats under PR in 1925 _____ in 1965 they won two. As for the two major groups, their representation has changed very little over the years. At the first general election in 1921, 40 unionists, 6 nationalists and 6 republicans were returned _____ in 1965 the numbers were 36 unionists, 9 nationalists and 3 other anti-partition members. The rigidity of the political situation in the north is shown in two other ways _____ the high number of uncontested seats at every general election and the stability of governments. Usually about 40 per cent have been returned without a contest and sometimes the percentage has been over 60. As for the government, not only has there been an unbroken period of unionist rule but there have been very few changes of personnel.
[From: T.W. Moody & F.X. Martin (eds). 1967. *The course of Irish history*. Cork: Mercier. pp. 318-319.]

- (5) My aim in this essay is to outline an approach to the study of mass communication as a central component of modern culture. It is an approach which is animated by the belief that the study of mass communication belongs among the core concerns of sociology _____ it is an approach which is informed by social theory, and by the writings of critical social theorists, but which seeks to move beyond the restricted view of many theoretical approaches.

[From: *Sociology*, Vol. 22, No. 3, 1988. pp. 359-383.]

- (6) Several important factors have contributed to the lack of attractiveness of geriatrics as a field of medicine. First, the medical problems of older people, traditionally viewed as unexciting and irreversible, are only beginning to be seen as interesting, challenging and treatable. Second, the absence until recently of a well-defined career track left geriatric clinical practice nearly indistinguishable from nursing home care _____ there was no vision of the challenge of treating and caring for the healthy aged, of directing programs of ambulatory or home-based care, or of pursuing vigorous research in gerontology. Third, until recently, the lack of official guidelines for accredited programs or an official certification process contributed to the negative image of geriatrics.

[From: *The New England Journal of Medicine*, Vol. 316, No. 22, May 1987.]

- (7) The campaign seems to be having an impact _____ a recent survey showed that, in 1986, 64 per cent of doctors in the US thought that reducing high levels of cholesterol in the blood would have a large effect on heart disease, compared with only 39 per cent in 1983. The public is even more enthusiastic _____ 72 per cent agreed with the statement in 1986, and almost half reported having had cholesterol tests.

[From: *New Scientist*, 25 February 1989. pp. 45-46.]

Exercise 8

Edit the following sentences and text segments so as to remove the faulty punctuation involving colons and semicolons.

- (1) Apart from all the political problems, what the discussion around these plans finally boils down to is: should the economy be favoured above the environment in this case?
- (2) Here is another vagueness in the prognoses; opponents come up with figures that are 1,000 per cent higher than the official number of people suffering from noise.
- (3) In other words; things are not supposed to require too much effort.
- (4) The elections did not give much hope for democratizations in Africa, on the contrary: they showed how a sitting head of government can have complete control over the election results.
- (5) The Scottish Assembly has powers over matters such as: the administration of social security, agriculture, forestry and fisheries, the police and prison service, education, health, housing and transport.
- (6) There are three differences between male and female perpetrators: firstly, women tend to do it together with their husband or friend (voluntary or involuntary), secondly, they use less violence than men do, and thirdly, they do not take to perverseness as much as men do.

- (7) Two more factors which need to be explained are the following: the decline of stigma. Unmarried mothers used to feel guilty, so they stayed at home with their mothers and most of them did not claim benefits to which they had a legal right. Now, there is no stigma attached to single parenthood, so more unmarried mothers claim what is legally theirs. The second factor is: incorrect incentives. The jobless pay tax on their benefit, but payment to those too ill to work is often higher, untaxed, and granted for an unlimited period of time.

Chapter 12

Exercise 1

In the following text segments, adapt the formulation to make it clear for the reader what is being coordinated with what.

- (1) So far, poachers have not exercised their right to export ivory, but if they are offered no concessions, they may start looking for ways of resuming trade with countries that have not signed the agreement, or leave the convention altogether.
- (2) The Channel Tunnel has been of great value for developing transport and created employment.
- (3) Solar energy is a reality, but not yet available to everyone as an alternative source of energy, mainly because of the economics involved.
- (4) Everyone is familiar with those exotic pictures of men and women with rings and bones through their noses. Not only does this custom exist in strange and faraway cultures, but also in Western society.
- (5) The legal system should be competent as well as fair and define the public interest as being aimed at the achievement of justice.
- (6) Companies should enter into open dialogue with the public concerning the demand for products which are kind to the environment and inform them about potential ecological problems.
- (7) In some countries, capital punishment is regarded as unethical and therefore prohibited.
- (8) Research shows that in ten years' time Europe will have no more than five main airports. The rest will either be left to supply the main ports or close down.
- (9) This approach and prolonged submersion to the field during repeated fieldwork among the users and housing planners will allow us to uncover the contextualized meaning.
- (10) In this case, one may wonder to what extent the inspections are truly integrated or a collection of still fragmented scopes.
- (11) But in some Asian studies, the researchers found that help given to parents might not be motivated by the parents' needs but the filial obligation in traditional culture.
- (12) 'Navigation' is quite a popular concept in the social sciences and used when referring to how people act in difficult or uncertain circumstances and describing how they attempt to move towards better positions.

Exercise 2

In the following sentences, adapt the formulation so as to make the listed and coordinated elements syntactically and semantically uniform.

- (1) After a period of applying and rejections, many students have to accept a job that they do not really want to do, because they feel that it is beneath them.
- (2) Nowadays people are more concerned about their health than ever before. There is a growing number of fitness centres and aerobic studios, as well as the number of people who jog. Apparently, people are more aware of the importance of their own health.
- (3) Before the capacity of Schiphol can be increased, the airport has to deal with a number of local problems: devaluation of houses, serious mental problems, sleeping problems, high blood pressure and other health problems.
- (4) It is important that young people feel confident enough to think constructively about major problems such as world poverty, environment, and fascism, because these are the problems they will all have to face sooner or later.
- (5) A student may be easily discouraged by these figures and start wondering whether he should just become a shop assistant, a cashier, or another less qualified job.
- (6) In countries such as Ghana and Nigeria, the authorities have declared English the main language for carrying on the affairs of government, the media, education, commerce and the legal system.
- (7) He argues that three political movements emerged in the Moluccas: first a movement which was striving for a Unitarian Indonesian state; the second movement favoured a federal structure for Indonesia; and a third movement consisted of separatists striving for an independent state.
- (8) The paper will focus on the literature of transnational civil society and in which literature should the migrant's advocacy community be situated in.
- (9) In this way we can also address other determinants of inequality that were not formerly identified or could not find a good proxy for them.
- (10) In this particular study, there was an inclination towards depth and not towards the breadth.
- (11) A sense of belonging is developed when someone feels accepted, has meaningful relationships with others, is able to participate as an individual and having full access to all kinds of facilities.
- (12) The number of observations is not always 190 because we use different sub-samples in the analyses and because of missing values.