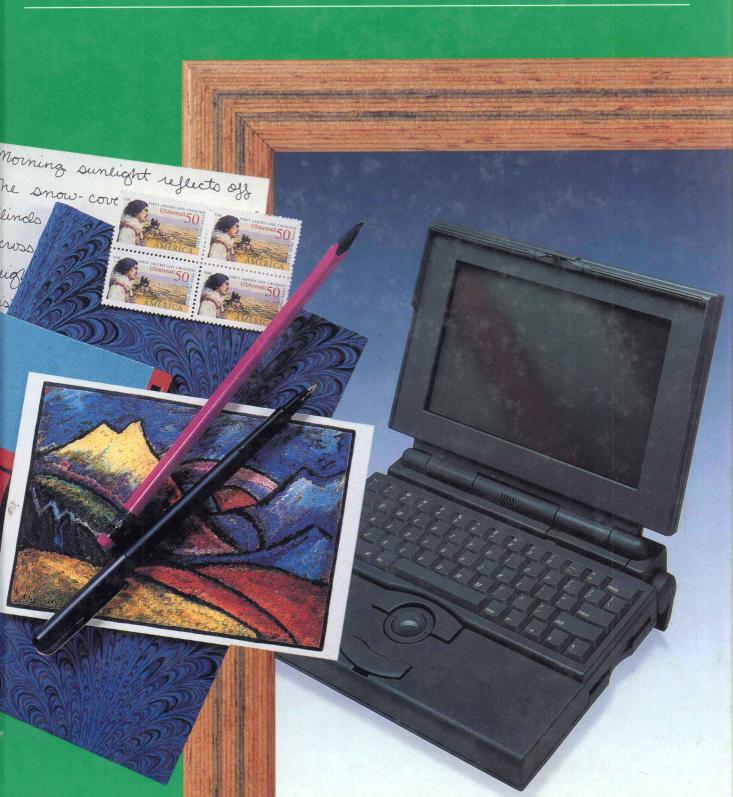
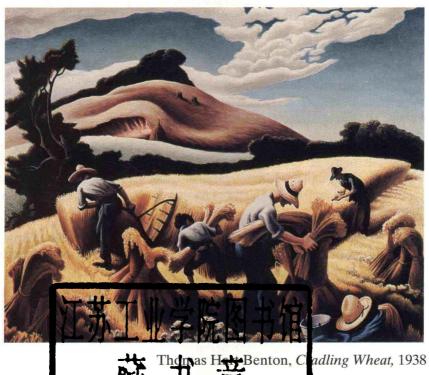
# Writer's Choice

COMPOSITION AND GRAMMAR



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Consulting Author for Composition

Jacqueline Jones Royster

Grammar Specialist
Mark Lester

Visual-Verbal Learning Specialists Ligature, Inc.

**GLENCOE** 

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Front cover includes Alerej von Jawlensky, *Landscape* near Oberstdorf.

Back cover includes *The Greek Child of America* and ticket for a ship.

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#### **Consulting Author for Composition**

**Jacqueline Jones Royster** is Associate Professor of English and Director of the University Writing Center at The Ohio State University. She is also on the faculty at the Bread Loaf School of English, Middlebury, Vermont. Dr. Royster's professional interests, besides improving the teaching of writing, include literacy studies and black feminist literature.

As Consulting Author, Dr. Royster guided the development of focused, modular lessons to engage middle school students in the writing process. She contributed to the articulation of the contents and objectives across all three levels, 6–8. Dr. Royster also prepared extensive critiques of lessons and features from initial outlines through all stages of development. In addition, Dr. Royster advised on elements of the accompanying teaching material, with special attention to assessment.

#### **Grammar Specialist**

Mark Lester is Professor of English at Eastern Washington University. He formerly served as Chair of the Department of English as a Second Language, University of Hawaii. He is the author of *Grammar in the Classroom* (Macmillan, 1990) and of numerous professional books and articles.

As Grammar Specialist, Dr. Lester reviewed student's edition material from Part 2: Grammar, Usage, and Mechanics. He wrote the Grammar Hints that appear throughout this section. In addition, Dr. Lester contributed extensively to the *Teacher's Wraparound Edition* for Part 2.

#### **Composition Advisers**

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The advisers helped develop the tables of contents and determine pacing, emphasis, and activities appropriate for middle school students. They reviewed and commented on the manuscript for complete units.

#### Acknowledgments

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#### **Humanities Consultant**

**Ronne Hartfield** is Executive Director of Museum Education at the Art Institute of Chicago. Dr. Hartfield consults widely and is a nationally known expert in the areas of urban arts and multicultural education.

As Humanities Consultant, Dr. Hartfield suggested and critiqued works of fine art and folk art, pointing out esthetic matters (mentioned in the *Teacher's Wraparound Edition*) and suggesting activities for engaging the student's attention.

#### Visual-Verbal Learning Specialists

**Ligature, Inc.**, is an educational research and development company with offices in Chicago and Boston. Ligature is committed to developing educational materials that bring visual-verbal learning to the tradition of the written word.

As visual-verbal and curriculum specialists, Ligature collaborated on conceiving and implementing the pedagogy of Writer's Choice.

#### **Educational Reviewers**

The reviewers read and commented upon manuscripts during the writing process. They also critiqued early drafts of graphic organizers and page layouts.

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#### Student Advisory Board

The Student Advisory Board was formed in an effort to ensure student involvement in the development of *Writer's Choice*. The editors wish to thank members of the board for their enthusiasm and dedication to the project.

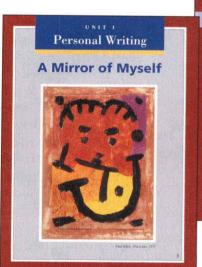
The editors also wish to thank the many student writers whose models appear in this book.

Thanks are also due to *Merlyn's Pen* and *Cricket* for cooperation in providing student models.

# Writer's Choice

Welcome to Writer's Choice! Your writing and your choices are what this book is all about. This book allows you to choose quickly the lesson that will help you with a writing problem or task. You can use any lesson at any time—even if you haven't read earlier lessons. Now, take a few minutes to get to know each of the main parts of the book, which are illustrated on the upcoming pages.

Part 1 Composition





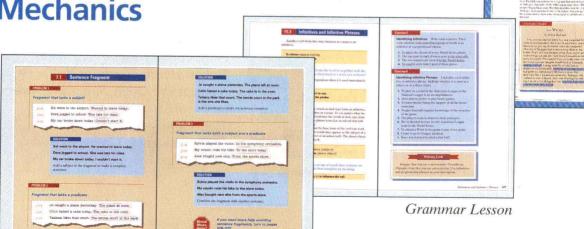
Case Study

1.4 Writing One's Own Story

A Moment to Remember

Unit Opener

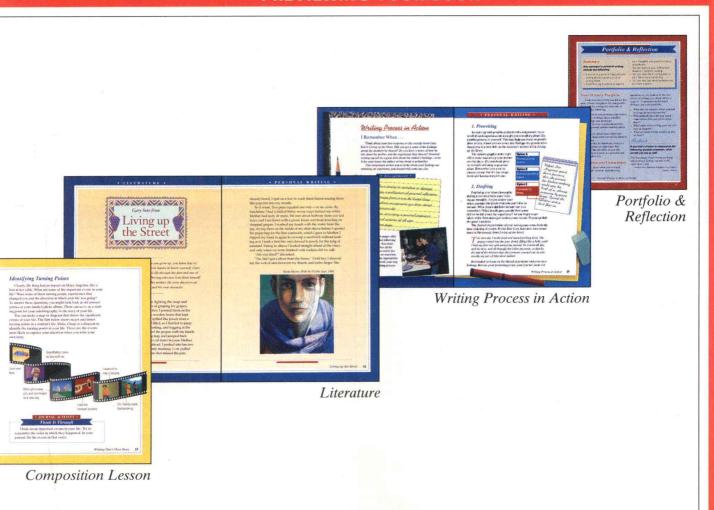
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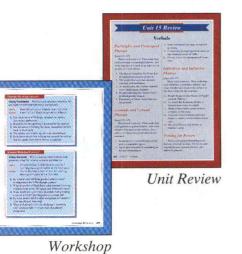
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Troubleshooter

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### Part 3 Resources and Skills



## Designation of the control of the

Resources and Skills Lesson

# Inside Composition

The basic building block of the Composition units is the four-page lesson. Each lesson clearly focuses on a specific writing problem or task. You will always find clear and specific instruction, models of effective writing, and a variety of writing activities.

Student Models present writing by students like you to help you achieve your own writing goals.

Special Illustrations combine words with images to help you see ideas and master the skills of writing. We call these illustrations visual/verbals.

#### To Make Yourself Clear

Before you write about a process, gather information through research, observation, or interviews. List the steps of the process in chronological order. Then write your draft. Use transition words, such as *first*, next, and later, to connect the steps. The chart shows a plan one student followed to write the explanation that appears below.

Relating a Process		
Organizing Your Writing	Example	
Topic	How to make a pizza	
Audience	Friends	
What the audience needs to know	The steps in making the pizza	
Gathering information	Watch the video I taped. Read a pizza cookbook.	
Listing steps	Spread dough.     Spread cheese.     Add vegetables.     Top with fresh tomatoes.	

#### Student Model

The writer lists the four steps in chronological order. First, spread the dough so that you have an inchwide rim around the sides. The rim keeps the filling from leaking out while the pizza's cooking. Now it's time to put in the fillings. Place the cheese on the dough to keep it from getting soggy. Then add peppers, onions,

#### 5.4 Writing About a Process

## Perfect Pizza Dough in Four Easy Steps

How does he do it? He makes it look so easy. The chef whips the ingredients together and kneads the dough. He lets the dough rest so it can rise. Then it's time for the show stopper. He shapes the dough and flings it into the air. Then he catches it without a hitch.

Everyday life is full of processes. Explaining how to do them poses a challenge. Suppose that you want to explain how pizza dough is prepared—the steps leading up to all the flinging and catching. The diagram below breaks down the steps for you.



#### To Do and to Understand

Knowing how to do something does not guarantee that you can easily share that knowledge with others. Some people find it more difficult to explain a step-by-step process than to actually do it. Fortunately, you can learn to write about a process so that others can understand. The instructions on the next page explain how to prepare chilies that are almost too hot to handle.

#### • WRITER'S CHOICE

#### Activities

Here are some activities to help you apply what you have learned.

#### 1. Guided Assignment

The steps below explain the process for making a leaf print, but the steps are given in the wrong order. Read the steps, and arrange them in chronological order. Then use the steps to write a clear explanation of the process for your science teacher and classmates. Be sure you identify the process in your introduction and include transition words.

- With the inked side facing up, put the leaf on a clean piece of paper. Tape a piece of rice paper over the leaf.
- 2. Let the leaf print dry.
- 3. Select a leaf with distinct veins.
- Use a clean, dry paint roller to roll over the rice paper from top to bottom.
- Carefully remove the rice paper from the leaf.
- Place the leaf, vein side up, on a piece of paper.
- Put a small amount of printer's ink on a smooth surface, such as glass.

#### 2. Open Assignment

Select one of the following ordinary tasks or one of your own. Write a onepage process explanation for someone who knows little or nothing about the task.

- · How to tie your shoes
- How to find a library book on making pizza

#### 3. Cooperative Learning

In a small group brainstorm different kinds of foods you can make or can easily find out how to make. From the list of suggestions, have each member of the group sign up for a food to write a process explanation about. The group leader can record the suggestions and the assignments. Have each member draft a brief but clear step-by-step explanation of how to make the food. Individually read your explanations to the group and discuss how to make the explanations clearer and more informative. Ask a member of the group to assemble the final drafts into a "How to Make It" booklet.

#### COMPUTER OPTION

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ss 211

a choice of writing activities to help you apply what you have learned. You'll also find fine art or a special feature on using computers in writing.

Personal Journal

Literature Models help you learn from the pros. You'll see how published authors have met the writing challenges you face.

#### Literature Model

W earing rubber gloves is a wise precaution, especially when you are handling fresh hot chilies. Be careful not to touch your face or eyes while working with them.

To prepare chilies, first rinse them clean in cold water. (Hot water may make fumes rise from dried chilies, and even the fumes might irritate your nose and eyes.) Working under cold running water, pull out the stem of each chili and break or cut the chilies in half. Brush out the seeds with your fingers. In most cases the ribs inside are tiny, and can be left intact, but if they seem fleshy, cut them out with a small, sharp knife. Dried chilies should be torn into small pieces, covered with boiling water and soaked for at least 30 minutes before they are used. Fresh chilies may be used at once, or soaked in cold, salted water for an hour to remove some of the hotness.

Recipes: Latin American Cooking

The word "first" helps identify what step to begin with.

What are the steps in preparing fresh chilies?

Writing Process Tips help you connect the skills you're learning to other stages of the writing process.

To explain a process, choose a topic that you understand well and can research if necessary. Then identify your audience and what they may already know. Consider terms they'll understand and those you'll have to explain. You may have either of wo purposes in explaining a process. You may be helping readers make or do something themselves, for example, how to make tacos. On the other hand, you may be explaining how comething works or happens, such as how a Mexican chef nakes tacos.

### • JOURNAL ACTIVITY • Think It Through

In your journal use a cluster map to explore topics for a process explanation. You might choose a hobby or another activity you enjoy. Circle your three best ideas.

#### Grammar Edition Tin

#### **Editing Tip**

As you edit your essay, notice that some of your transitions can or do appear in adverb clauses. For information see pages

**Journal Activity,** at the bottom of the second page of every lesson, gives you a chance to reflect and respond to the lesson material.

# Inside Grammar

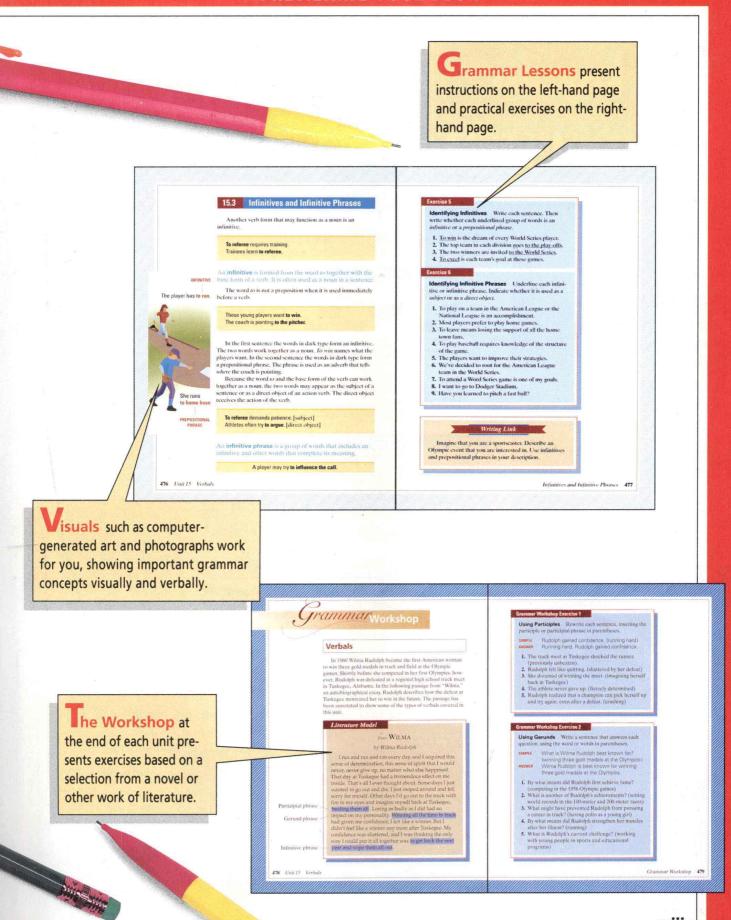
This grammar handbook works for you, not the other way around. You'll learn how to find and fix errors in your writing. Two special sections—the Troubleshooter and the Workshops—help you expand your grammar skills.

For each common error, the Troubleshooter shows you the solution. If you need more help, the Troubleshooter also refers you to

the appropriate lesson.

he Troubleshooter presents in one place the solutions to the nine errors most frequently made by student writers. Your teacher may refer you to the Troubleshooter Unit 7 Troubleshooter by marking errors in your writing with the abbreviations shown down the far left side error. Your teacher may mark errors with the handwritter in the left-hand column. of the page. 7.1 Sentence Fragment 7.4 Incorrect Verb Tense or For SOLUTION 7.1 Sentence Fragment 7.5 Incorrect Use of Pronouns Jo caught a plane yesterday. The plane left at noon 7.6 Incorrect Use of Adjectives PROBLEM 1 Colin baked a cake today. The cake is in the oven 7.7 Incorrect Use of Commas Tatiana likes that court. The tennis court in the pais the one she likes. Fragment that lacks a subject Add a predicate to make the Sol went to the airport. Wanted to leave today. Dora jogged to school. Was late for cla 7.9 Incorrect Capitalization [ub] My car broke down today. Couldn't start it. PROBLEM 3 Fragment that lacks both a subject and a predicate SOLUTION Sylvia played the violin. In the symphony orchestra. Sol went to the airport. He wanted to leave today My cousin rode his bike. To the store today Dora jogged to school. She was late for cla Alex bought new skis. From the sports store. My car broke down today. I couldn't start it SOLUTION Sylvia played the violin in the symphony orchestra My cousin rode his bike to the store today. Alex bought new skis from the sports store Fragment that lacks a predicate Jo caught a plane yesterday. The plane at noon. Each of the nine errors is Colin baked a cake today. The cake in the oven. explained in detail in the Tatiana likes that court. The tennis court in the park Troubleshooter. Sentence Fragment 305

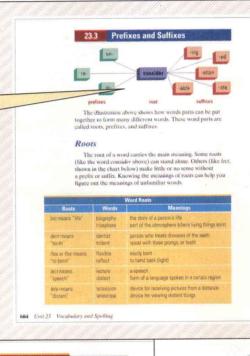
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## Inside Resources

The lessons in this unit give you the skills necessary to prepare and deliver an oral report, take a test, use a dictionary, and find books in the library. Each lesson is complete, concise, and easy to use.

raphics help you understand complex information at a glance.



#### Prefixes

Adding a prefix can change, or even reverse, the meaning of a root word (for example, behef—disbehef). In English, a number of prefixes have the same, or nearly the same, meaning. For example, dis., um., and un all can mean "not" or "the opposite of," On the other hand, some prefixes have more than one meaning. The prefix in-can also mean "into," as in the word incise ("to cut into").

The chart below shows some common prefixes and their meanings. Notice in the example words how the prefixes change the root words 'meanings. Learning these prefixes can help you figure out unfamiliar words.

MYELL S		Prefixes	
Categories	Prefixes	Words	Meanings
Prefixes that	un-means "not" or "the opposite of"	unnatural unhappy	not natural not happy
reverse meaning	in- means "not" or "the opposite of"	inconsiderate intolerant	not considerate not tolerant
	il-means "not" or "the opposite of"	illegal illogical	not legal not logical
	im-means "not" or "the opposite of"	immoderate imbalance	not moderate lacking balance
	ir- means "not" or "the opposite of"	irregular irreplaceable	not regular not able to be replaced
Prefixes that show	pre-means "before"	bisedan bisedan	to pay in advance to arrange beforehand
relations	post-means "after"	postdate postpone	to assign a later data to delay until a later time
	sub-means "balow" or "beneath"	submarine subway	an underwater boat an underground way or passage
	co-means "with" or "partner"	copilat cooperate	relief or second pilot to work with others

Prefixes and Suffixes 605

#### Wordworks

#### When Is a Noun Not a Noun?

he labels on the figure below are nouns that name body are nouns that name body these same words into action as verbs. Here's how-from head to too.
You can head to committee, eye a burgain, or nose a car into a parking space. You can shoulder a burden, the housening was a space.

Suppose you got this

shoulder a burden, elbow your way through a crowd. hand over the key, knuckle down to work, thumb a room, foot the bill, and toe the mark.

For hundreds of years, speakers

of years, speakers of English have used these nouns and

many others as verbs. Some words shift-ed in the other direction, from verb to noun. Today you can walk on a walk, park in a park, and pitch a wild pitch. Some shifts involve pronunciation. Notice which syllable you accent:

Will you perMIT me to drive? Yes, when you get a PERmit. Does your garden proDUCE cerrol No. I buy PROduce at the market.

Still another shift involves nouns the become adjectives, as in the following: Sara unlocked the steel door. Tom wate a straw hat. Marty made onion soup. So, when is a noun not a noun? When it's used as a verb or an adjective The only way to identify such a word is to use it in a sentence.

Use these clues to identify some words that have two functions.

noun: a very young person
verb to pamper
2. verb to welk with regular steps
noun: music with a steady beat
3. verb throw pictures onto a screen
noun: special work in science class

ordworks pages like this one provide a light-hearted look at the origins of the English language as well as some of the guirks. These features appear in the vocabulary and spelling unit and will help you master the concepts taught there.

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# Viters Choice COMPOSITION AND GRAMMAR

Writer's Choice was written for you, the student writer. You're the writer in the title, and real students like you contributed to the materials you'll study. The book is organized into three main parts: (1) Composition; (2) Grammar, Usage, and Mechanics; and (3) Resources and Skills.

## Part 1 Composition

The lessons in Composition are designed to give you help with specific writing tasks. You can use the units and lessons in order from beginning to end or select just the ones that help with your own writing needs.

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## Part 2 Grammar, Usage, and Mechanics

In the unique Troubleshooter you'll learn to identify and correct the most common student writing problems. In later units you'll find plenty of practice to reinforce what you learn. A special unit, entitled Grammar Through Sentence Combining, will help you see the relationship between grammar and your writing.

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### Part 3 Resources and Skills

You can use these resources and skills not just in English class but wherever you need to communicate effectively. The tone and approach are user-friendly, with many opportunities to practice and apply the skills you learn.

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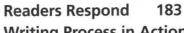


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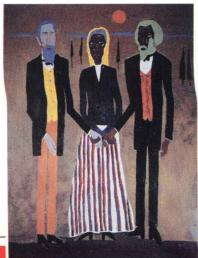
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