

LEARNING PLAN 7



BUSINESS PROOFREADING & EDITING

OVERVIEW: GRAMMAR

Grammar is the science of language. As every field of study depends on its own rules to evolve, language has its own rules defined under the cute name of 'Grammar.' Why we require grammar to our writing is often disputed. Spoken communication usually expands outside the boundaries of grammar and draws its own territories, usage rules of speech. Written language, however, retains the same old forte of usage rules, and ever since showed inhibition to come out.

Learning Activities:

1. Study Chapter 7 and complete the Checkup Activities (Avoid peeking at the correct answers until you have given each exercise your best effort)
2. Proofread and edit your work using the Chapter 7 Keys.
3. Complete the Subject-Verb Agreement learning objects: [1](#) and [2](#)
4. Watch the video on collective nouns.
5. Watch the video on nominative versus objective pronouns.
6. [Listen to the Grammar Girl podcast on who versus whom.](#)
7. Listen to and watch the Chapter 7 breeze presentation.

Assessment Activities:

1. Complete the Gregg Expedition.
2. Edit the Chapter 7 Application E.
3. Edit the Chapter 7 Application F.
4. Do the Spot the Error Activity.
5. Complete the Chapter 7 test.

