LEARNING PLAN 8

OVERVIEW: SENTENCE STRUCTURE

Chapter 8 reviews the importance of learning to construct grammatically correct sentences in your business communications. Understanding sentence structure is a necessity for writing effectively and detecting and correcting errors in sentence structure while proofreading. In this chapter, you will learn about sentence fragments, run-on sentences, comma splices, parallelism, and dangling and misplaced modifiers.

Learning Activities:

1. Study Chapter 8 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 8 Keys.

3. Watch and listen to the breeze presentation on sentence structure.

4. Watch the video about run-on sentences.

5. Watch the video about dangling and misplaced modifiers.

Assessment Activities:

1. Complete the Chapter 8 Application E.

2. Do the Roadside Attraction Activity.

3. Participate in the effective messages discussion on BlackBoard.

4. Complete the Chapter 8 test.