

## Agenda: Teaching Clear Writing – Afternoon Session

(Part 2), Thursday, August 13, 1:00 PM – 4:00 PM

1:00 – 1:15: “Who vs. Whom” (Handout – Pronoun case)

1:15 – 1:25: Prepositions -- “just between you and I” (Handout – Prepositions)

1:25 – 1:35: Transitions (Handout – transitions) Troyka, pp. 90 - 91

1:35 – 1:55: Common errors (Handout – comma splices, sentence fragments, apostrophe, lie vs. lay)

2:05 – 2:15: Beware of *Is, Was, Were* (Handout – Watch for verb “to be,” Aggressive editing)

2:15 – 2:30: Teaching Clear Thesis Sentences (Handout – Thesis)

2:30 – 2:45: Nominalizations. Williams, pp. 38 – 45. Exercise 3.6, p. 47 - 48

2:45 – 2:55: Active vs. Passive Voice. Williams, pp. 60 – 67. Exercise 4.4, pp. 68 – 69.

3:05 – 3:15: Concision. Williams, pp. 112 – 117. Exercise 7.1, p. 117 – 118.

3:15 – 3:30: Elegance. Williams, pp. 160 – 172. Exercise 9.2, pp. 173.

3:30 – 3:45: Web Resources for Teaching Clear Writing (Handout – Web resources)

3:45 – 4:00: Wrap-up and Evaluation