

Pronouns--Review

| | <u>Subjective</u> | <u>Objective</u> | <u>Possessive Adjective</u> | <u>Possessive Pronoun</u> |
|------------------------------------|-------------------|------------------|-----------------------------|---------------------------|
| <i>1st person</i> | I | me | my | mine |
| <i>2nd person</i> | you | you | your | yours |
| <i>3rd person</i> | he, she, it | him, her, it | his, her, its | his, hers, its |
| <i>1st person</i> | we | us | our | ours |
| <i>2nd person</i> | you | you | your | yours |
| <i>3rd person</i> | they | them | their | theirs |
| <i>Interrogative/ Relative</i> | who | whom | whose | whose |

Subjective case pronouns are used for the *subject* of a sentence or for the *noun subject complement* following a linking verb (NS or NSC).

subject of a verb--NS

- *She* has applied for the position.
- Charles, Pat, and *I* will review the materials.

noun subject complement of a linking verb--NSC

- The winner was *he*.
- The committee members could have been *they*.
- Who was *he*?

Objective case pronouns are used when the pronoun is the *noun direct object* or *noun indirect object* of a verb or the *object of a preposition* (NDO, NIO, or NOP).

noun direct object (NDO)

- The director hired *them* immediately.

noun indirect object (NIO)

- The students threw George and *him* a party.

object of a preposition (NOP)

- I spoke to *him* regarding the contract.
- No one except *me* knows the password.

Possessive case pronouns are written without apostrophes. They should not be confused with contractions. They are used to indicate ownership.

possessive pronoun--no apostrophe

- I found the book, but *its* cover had been torn.
- Is this *hers*?
- *Whose* idea was it?

Pronoun Reference

Relative pronouns introduce adjective clauses (subject-verb structures that modify or describe a noun). Relative pronouns include *who*, *whom*, *that*, *which*, and *whose*.

Use *who* or *whom* to refer to people.

subjective case--*who*

- Amy Chan is the applicant *who* was selected. (Subject of verb--[*she*] was selected.)

objective case--*whom*

- Jo is the person *whom* we have nominated for the award. (Object of verb--we have nominated [her]....)

Use *that* or *which* to refer to things. Use *that* when the adjective clause is necessary for the identification of a noun (in an essential clause); use *which* to introduce clauses that provide extra information which is not necessary to identify a noun (nonessential clauses).

clause requiring *that*

- The book *that* I am reading is excellent!
- The car *that* Andres bought is very attractive.

clause requiring *which*

- Our newest application, *which* was designed by Angela, is easy to use.
- My Toyota Corolla, *which* I bought four years ago, has 102,000 miles.

Indefinite Pronouns do not point to a specific person or thing. The following pronouns are usually singular. Therefore, pronouns that refer to these indefinite antecedents should also be singular.

| | |
|-----------|----------|
| anybody | no one |
| anyone | nobody |
| each | somebody |
| everybody | someone |
| everyone | either |
| neither | one |

- *Everyone* should do what *he* or *she* can to help.*
- *Each* of the students wanted to use *his* or *her* own computer.

* Of course, if you are sure in a specific situation that *everyone* can only refer to a woman, use *she* or *her*; if *everyone* refers to a man, use *he*, *his*, or *him*.

- *Someone* left *her* purse in my office.
- *Someone* left *his* wallet in the men's room.

An easy way to avoid awkwardness in this instance is to use clearly plural constructions.

- *Everyone* on the committee signed *his or her* name. (singular construction)
OR
- The committee *members* signed *their* names. (plural construction)

Each of the following constructions is singular. Pronouns that refer to these constructions must also be singular.

| | | |
|---------------|--------------|-----------------|
| each of... | either of... | every one of... |
| neither of... | one of... | |

- *Each* of the women did her *own* screening.
- *Every one* of the students filled out *his or her* application.

Collective nouns (see the following list) must be used carefully. When the group referred to acts *as a unit* to accomplish a *single goal*, the noun is considered singular. Therefore, any pronouns that refer to the noun should also be singular.

| | | |
|-----------|--------|---------|
| board | family | panel |
| class | school | college |
| committee | group | team |
| company | jury | society |

- The *class* elected *its* officers.
- The *jury* reached *its* verdict.

However, when the members of the group act *as individuals* to accomplish different goals, the noun is considered plural; pronouns that refer to the noun are also plural.

- The *class* ate *their* lunches.
- The *jury* argued among *themselves*.

Reflexive or intensive pronouns--Pronouns with *-self* or *-selves* are used in two ways. Reflexive pronouns *reflect* the action of the verb back upon the subject.

- She worried *herself* into a state of panic.
- He did not want to injure *himself*.

Intensive pronouns *intensify* or *add emphasis*.

- I will complete the report *myself*.
- Ida *herself* requested the letter.

Do not use an intensive or reflexive pronoun if the shorter (personal) form or the pronoun could be used without awkwardness.

Don't use: Rogers expected help from Betty and *myself*.
use: Rogers expected help from Betty and *me*.

Don't use: Sharon and *myself* will discuss the recommendation.
use: Sharon and *I* will discuss the recommendation.

Here is the correct spelling for these pronouns:

| | |
|--------------------------|------------|
| myself | ourselves |
| yourself | yourselves |
| himself, herself, itself | themselves |

Name _____ Date _____

Pronoun Practice 1

Fill in the blanks with the correct pronouns. Then write the antecedent of each pronoun in the column on the right.

- | <i>Example</i> | Everyone should do <u>his or her</u> best. | <i>Antecedent</i>
<u>everyone</u> |
|----------------|---|--------------------------------------|
| 1. | Each winner thanked _____ sponsors. | _____ |
| 2. | If a student enrolls in a reading course, _____ must complete the lab assignments. | _____ |
| 3. | Ana injured _____ right foot. | _____ |
| 4. | Anyone can become a good cook if _____ takes Sam's cooking class! | _____ |
| 5. | Tom's neighbors sometimes leave _____ garage door open. | _____ |
| 6. | Each of the students wanted _____ grade to be changed. | _____ |
| 7. | No one remembered to bring _____ keys. | _____ |
| 8. | The city council discussed _____ budget. | _____ |
| 9. | The team has chosen _____ captain. | _____ |
| 10. | The class officers brought _____ proposals. | _____ |

Name _____ Date _____

Pronoun Practice 2

Revise the following sentences by removing vague or repetitious pronouns.

Example They get a great deal of snow in Vermont.
 Revised: *Vermont gets a great deal of snow.*

1. Sara and I, we like to eat at the mall.

Revised: _____

2. At the theater they said the movie was sold out.

Revised: _____

3. Sandra met Lucy for lunch. She wanted to talk about her new job.

Revised: _____

4. My brother, he works for Mission College.

Revised: _____

5. They get many requests for audio-visual materials at the library.

Revised: _____

6. It said in the paper that they are going to open Disneyland early tomorrow.

Revised: _____

Revise the following sentences by changing improperly used pronouns.

Example Someone left their bicycle on the Smiths' driveway.
 Revised: *Someone left his or her bicycle on the Smiths' driveway.*

1. The soccer team won their division last semester.

Revised: _____

2. Me and him went to the park near Mission College.

Revised: _____

3. My sister is older than me.

Revised: _____

4. The man that was working at the counter was very polite and helpful.

Revised: _____

5. Either of the children can bring their dogs to the Pet Fair.

Revised: _____

6. The reporter spoke to Mr. Garcia and I.

Revised: _____

Pronoun Practice

Please fill in the blanks with the appropriate possessive pronoun.

1. Mr. Lee sent _____ mother a get-well card.
2. Some students left _____ books at home yesterday.
3. Each of the customers wanted _____ refund.
4. Either Karen or her sister can bring _____ guitar to the club.
5. Mrs. Jones and her husband took _____ children to the Bahamas.
6. Not one of the attorneys could find _____ legal brief.
7. Several of the boys broke _____ toys accidentally.
8. Neither of the clerks remembered _____ password.
9. Bob or Samuel will present _____ article to the publisher.
10. One of the police officers can introduce _____ partner.

Please select the correct pronoun.

1. Mr. Michaels and (I, me, myself) will attend the presentation.
2. Give the materials to Mrs. Davis and (she, her, herself) as soon as possible.
3. (We, Us) students wanted our final exam immediately.
4. Nobody except David and (he, him, himself) understood the problem.
5. The new managers were Joyce, Chris, and (I, me, myself).
6. The president gave Darla and (he, him, himself) an achievement award.
7. Tomasina, Carlito, and (she, her, herself) were at the meeting.
8. The man (who, whom, that) gave the presentation was a wonderful speaker.
9. We spoke to the manager (who's, whose) car was stolen last week.
10. The woman (who, whom, that) we interviewed spoke enthusiastically about the project.

Please choose the correct verb.

1. Each of the students (was, were) listening carefully during the lecture.
2. The pages of that book (is, are) torn.
3. The cost of the repairs (seems, seem) reasonable.
4. Mr. Lopez, in addition to his sales staff, (is, are) attending the conference in San Diego.
5. There (is, are) Mrs. Chavez and her youngest daughter.
6. (Is, Are) the teacher and the clerk attending the meeting?
7. *Harry Potter and the Chamber of Secrets* (is, are) a popular book.
8. Crate and Barrel, a popular cooking shop, (is, are) opening in the mall soon.

Pronoun Practice 2

Please fill in the blanks with the appropriate possessive pronoun.

1. Jessica mailed _____ mortgage payment to the bank.
2. The insurance agents sent _____ clients a free calendar.
3. Each of the winners thanked _____ family.
4. Either Pedro or his brother can drive _____ car to the conference.
5. Olivia and her husband took _____ children to Disneyland.
6. None of the women could find _____ keys.
7. All of the children brought _____ bicycles to the park.
8. Both of the new apartment owners gave _____ tenants free rent.
9. Neither Jeff nor Kevin can remember _____ password.
10. Not one of the members is delivering _____ application.

Please select the correct pronoun.

1. Svetlana and (I, me, myself) spoke at the presentation yesterday.
2. Mrs. Josephson and (she, her, herself) will stop by as soon as possible.
3. The manager hired (we, us) students last month.
4. All of the writers described the location except Kara and (he, him, himself).
5. The spokespersons were William, Hosea, and (I, me, myself).
6. Dean Lopez will send Dr. Vargas and (he, him, himself) the announcement.
7. Ray and (she, her, herself) were at the meeting.
8. The woman (who, whom, that) spoke at the debate became the president of the club.
9. Jarrell, (who's, whose) class started late, lent his notes to Maria.
10. The candidate (who, whom, that) was interviewed last week was given the position.

Please choose the correct verb.

1. One of the students (was, were) talking during the lecture.
2. The owners of that building (was, were) interviewed by the newspaper.
3. The father of the three children (is, are) waiting at the dentist's office.
4. Kristin, in addition to her three supervisors, (is, are) watching the television program.
5. There (go, goes) Mr. Perez and his assistant.
6. (Is, Are) the secretary and the treasurer voting this semester?
7. *Happy Feet* (is, are) a cute movie.
8. Starbucks (sell, sells) many different types of coffee.

Name _____ Date _____

Pronoun Practice 3

Please choose the appropriate pronoun.

1. Mrs. Eastman and (I, me) discussed the matter with the accountant.
2. It was obviously (I, me) who wrote the report.
3. The right to manufacture the new computer is now (theirs, their's).
4. (Who, Whom) did you see at the meeting?
5. The last ones to leave the office were Pat, Amy, and (he, him).
6. Our representative will certainly be (he, him).
7. Yesterday I discussed this issue with both (she, her) and her colleagues.
8. Mr. Smith mentioned only two participants, Charles and (I, me).
9. We prepared the report for Angela and (she, her).
10. No one except you and (I, me, myself) knows where the money is kept.
11. Neither her employer nor (she, her) could discourage the salesperson.
12. Each of today's speakers has been asked to limit (his or her, their) discussion.
13. Few of our customers neglect to pay (his or her, their) bill on time.
14. Both of them expressed (his or her, their) views on the subject.
15. The college will hire an administrator (that, who, whom) seems qualified.
16. The person (who, whom) you just met is our supervisor.
17. (Whoever, Whomever) answered the phone was quite helpful.
18. We will work with (whoever, whomever) you suggest.
19. (Who, Whom) did Weston mention in his report?
20. We need the name of the firm (who, whom, that) can do the work.
21. We do not forget the person (who, whom, that) takes the time to help.
22. The company wants to change (its, it's) letterhead.
23. Bob is the one (who's, whose) report was accepted.
24. Mrs. Lopez is happy about (him, his) winning the scholarship.
25. Faith wants a new computer; (hers, her's) is too old.

Name _____ Date _____

Subject/Verb Agreement

Sometimes what *seems* to be the subject of a sentence isn't *really* the subject. Prepositional phrases are NOT the subject of a sentence and should not be used in choosing the verb.

Example: A box ~~of cookies~~ sits on the table.

Cross out confusing prepositional phrases and circle the correct verb.

Example: Each ~~of the winners~~ (receives, receive) a trophy.

1. The houses in the city (is, are) quite expensive.
2. The price of the computers (seems, seem) reasonable.
3. The erasures on his paper (shows, show) his carelessness.
4. The cause of many of our problems (is, are) lack of communication.
5. One student in five (has, have) the skills we need for the job.
6. The classrooms on the second floor (needs, need) renovation.
7. Either of our catalogs (has, have) a description of the requirements.
8. Each of my supervisors (is, are) contributing to my evaluation.
9. Neither of the students (writes, write) well.
10. One of the clerks (files, file) the applications.

Inverted Sentences--When a sentence begins with the words *here* or *there*, be careful to find the real subject of the sentence. Rearrange the sentence mentally to put the true subject at the beginning. The same is true for questions and sentences beginning with prepositional phrases.

Choose the correct verb by rearranging the sentence.

Example: There (go, goes) Mary and Terry. *Mary and Terry go there.*

1. There (was, were) a book and a pen on the desk. _____
2. Here (is, are) the materials you requested. _____
3. There (is, are) a catalog and a schedule for each student. _____
4. Down the hall (is, are) a restroom and a water fountain. _____
5. Behind the door (was, were) a new desk and a chair. _____
6. (Is, Are) the librarian and the instructor on the committee? _____
7. Where (does, do) Blanca and Kristine work? _____

Name _____

Date _____

Sample Quiz Unit 6A

1. *Please underline the pronouns in the following sentences. Then circle their antecedents.*
 - a. The police officer interviewed the witness who was present during the robbery.
 - b. Mr. Lopez and Ms. Johnson presented their proposal to the client.
 - c. Lupita's mother broke her leg during the car accident.

2. *Please fill in the blanks with the correct possessive pronouns. Spelling counts! (1 point each)*
 - a. Each of the speakers remembered to announce _____ name and topic.
 - b. The club will announce _____ election procedures before the next meeting.
 - c. Everybody in the three classes presented _____ project to the president.
 - d. Either Steve or Jimmy will read _____ story to the children.
 - e. The winners of the contest will receive _____ prizes during the festival.

3. *Please read the following sentences. If the sentence is correct, place a C in the blank. If the sentence has an error, please revise the sentence. (1 point each)*
 - a. On the news it said that President Bush will be in Texas this week.

 - b. Paula and her older sister visited the museum, but she had to leave early.

 - c. A mortgage officer is assigned to each applicant. They will explain all the lending options.

4. *Please circle the correct pronoun. (1 point each.)*
 - a. Ana, Jason, and (I, me, myself) will be reviewing the loan applications.
 - b. The reporter interviewed the famous actor and (she, her, herself).
 - c. The owners of that apartment are Anna and (they, them, themselves).
 - d. Mrs. Keung is a better writer than (he, him, himself).
 - e. The applicant (who, whom, that) you recommended did not show up for the interview.
 - f. Jackie, (who's, whose) car was stolen from the parking lot, filed a police report

5. *Please circle the correct verb. (1 point each.)*
 - a. A long line of cars and trucks (was, were) waiting in front of the gas station.
 - b. (Worc, Was) thc customer and the salesperson able to agree on terms?
 - c. Mr. Smith or his wife (pay, pays) the bills each week.
 - d. Juanita, as well as her many sisters, (was, were) helping at the wedding.
 - e. Near the entrance to the park (was, were) a balloon vendor and a ticket booth.
 - f. Each of the five candidates (has, have) completed the application packet.

Name _____

Date _____

Sample Quiz Unit 6B

1. *Please underline the pronouns in the following sentences. Then circle their antecedents.*
 - a. The reporter spoke to the witness who was injured in the accident.
 - b. The Lopezes brought their children to the park.
 - c. David took Martha to Disneyland. They walked all over the park.

2. *Please fill in the blanks with the correct possessive pronouns. Spelling counts! (1 point each)*
 - a. Either of the panel members can share _____ copy of the agenda.
 - b. The soccer team will send _____ new coach to the press conference next week.
 - c. Everybody wanted the teacher to review _____ grades before the final exam.
 - d. Each one of the boys will receive _____ diploma.
 - e. Several of the winners will tell _____ stories to the newspaper.

3. *Please read the following sentences. If the sentence is correct, place a C in the blank. If the sentence has an error, please revise the sentence. (1 point each)*
 - a. On the news it said that there could be high temperatures and wind this weekend.

 - b. I talked to Bob yesterday. Me and him are going to the baseball game tomorrow.

 - c. A mortgage lending officer is assigned to each applicant. They will explain all the lending options.

4. *Please circle the correct pronoun. (1 point each.)*
 - a. Mrs. Jones gave the prizes to Ann, Jacob, and (me, I, myself).
 - b. The governor and (she, her, herself) will appear at the inauguration.
 - c. The department managers remain Joseph and (her, she, herself).
 - d. Sheila is much younger than (him, he, himself).
 - e. The company spokespersons will probably be Mr. Washington and (her, she, herself).

5. *Please circle the correct verb. (1 point each.)*
 - a. Every one of the students (has, have) read the introduction to the book.
 - b. (Have, Has) the customer and the salesperson agreed on terms?
 - c. Mr. Smith or his associate (write, writes) the report each week.
 - d. George, as well as his many cousins, (are, is) helping at the barbeque.
 - e. Near the park entrance (was, were) a balloon seller and a merry-go-round.

Sample Quiz Unit 6C

1. *Please underline the pronouns in the following sentences. Then circle their antecedents.*
 - a. The officer who testified in court yesterday was clear and concise.
 - b. Jennifer gave herself a manicure last night.
 - c. The Lopezes gave their children new phones last month.

2. *Please fill in the blanks with the correct possessive pronouns. Spelling counts! (1 point each)*
 - a. Neither of the applicants remembered to give _____ name to the president.
 - b. The fire crew gave _____ captain a retirement dinner.
 - c. Two of the owners of the building discussed _____ policies about the issue.
 - d. Either Ethel or Lupita can review _____ essay at this time.
 - e. Each manager should bring _____ budget to the meeting.

3. *Please read the following sentences. If the sentence is correct, place a C in the blank. If the sentence has an error, please revise the sentence. (1 point each)*
 - a. At the restaurant they told me that my reservation had been canceled.

 - b. David and Joseph recently attended the ASO meeting, but he chose not to speak.

 - c. Every manager will review the new sales policies. They will also keep accounting records.

4. *Please circle the correct pronoun. (1 point each.)*
 - a. The casting director interviewed Anabelle and (I, me, myself) in the auditorium.
 - b. Sara Michaels, Tim Jones, and (she, her, herself) went on the excursion to the museum.
 - c. The organizers of the contest will probably be Jorge and (they, them, themselves).
 - d. Paul is much older than (he, him, himself).
 - e. The witness (who, whom, that) I interviewed did not want to speak in public.
 - f. Karla, (who's, whose) mother is in the hospital, did not finish the work today.

5. *Please circle the correct verb. (1 point each.)*
 - a. An assortment of old books and records (was, were) for sale at the swap meet.
 - b. (Does, Do) the customer and the bank manager agree on the terms of the loan?
 - c. Mrs. Smith or her daughter (gives, give) a donation every week.
 - d. Mr. Chung, in addition to his wife and brother, (attends, attend) every family dinner.
 - e. Across from the park entrance (is, are) a restaurant and a gas station.
 - f. The apartments in that old building (has, have) recently been repainted.
 - g. *Indiana Jones and the Temple of Doom* (is, are) being discussed in class on Friday.