SENTENCE STRUCTURE

A **complete sentence** must express a complete thought and must have a subject and a verb.

→ **Example**: He lost the game.

A **sentence fragment** results from a missing subject, verb or complete thought.

→ **Example**: Because he was lost.

THERE ARE FOUR TYPES OF SENTENCES: SIMPLE, COMPOUND, COMPLEX OR COMPOUND-COMPLEX

1. **A simple sentence** consists of one main clause. It expresses one main thought and has one subject and one verb.

   A simple sentence may contain a compound subject, or a compound verb or both.

   → **Examples**: We enjoyed the concert.
   Amy and Scott went to the zoo. (compound subject: Amy and Scott)
   Ben is leaving work and going home. (compound verb: leaving and going)

2. **A compound sentence** contains two or more main clauses (in italics) connected by a conjunction, a semicolon or a comma with a conjunction.

   → **Examples**: Collecting fossils is fun, but I think identifying fossils is difficult. (conjunction)
   Andy’s suit looks new; it just got back from the cleaners. (semicolon)
   Erin came home for Easter, and Courtney went to Florida. (comma/conjunction)

3. **A complex sentence** has one main clause (in italics) and one or more subordinate clauses (underlined).

   → **Examples**: Dad says that good grades are the result of diligent studying. (main clause, one independent clause)
   Diligent studying is difficult, because I have to work several hours before I can start studying. (main clause, two dependent clauses)

4. **A compound-complex sentence** has two or more main clauses (in italics) and one or more subordinate clauses (underlined).

   → **Examples**: Because the school bus broke down, the team rode in a van, and the cheerleaders rode in cars. (main clause, one independent clause)
   Unless my eyes are deceiving me, Kristi is on that runaway horse, and Dale is behind her.

SPELLING RULES

Write *i* before *e* except after *c*, or when *e* precedes a single vowel sound.

→ **Exceptions**: seize, weird, either, leisure, neither

When the *ie*/*ei* combination is not pronounced *ee*, it is usually spelled *ei*.

→ **Examples**: reign, weigh, neighbor

→ **Exceptions**: friend, view, mischief, fiery

When a multi-syllable word ends in a consonant preceded by one vowel, the accent is on the last syllable and the suffix begins with a vowel — the same rule holds true: double the final consonant.

→ **Examples**: prefer = preferred | allot = allotted | control = controlling

If a word ends with a silent *e*, drop the *e* before adding a suffix that begins with a vowel.

→ **Examples**: use = using | like = liking | state = stating | love = loving

When the suffix begins with a consonant, do not drop the *e*.

→ **Examples**: useful | statement | nine = ninety

→ **Exceptions**: argument, judgment, truly, ninth

When *y* is the last letter in a word and the *y* is preceded by a consonant, change the *y* to *i* before adding any suffix except those beginning with *i*.

→ **Examples**: lady = ladies | try = tries | happy = happiness | ply = pliable