

**GUFFEY-SEEFER, BUSINESS ENGLISH, 11E**  
**FINAL EXAM REVIEW**

**Multiple Choice.** Read the following sentence. Identify the parts of speech as used in this sentence.

*She and Aiden studied diligently for a good grade on the final exam.*

- |                      |                 |               |                 |                 |           |
|----------------------|-----------------|---------------|-----------------|-----------------|-----------|
| 1. <i>She</i>        | (a) noun        | (b) pronoun   | (c) adverb      | (d) conjunction | 1. _____  |
| 2. <i>and</i>        | (a) noun        | (b) pronoun   | (c) adverb      | (d) conjunction | 2. _____  |
| 3. <i>Aiden</i>      | (a) noun        | (b) pronoun   | (c) adverb      | (d) conjunction | 3. _____  |
| 4. <i>studied</i>    | (a) noun        | (b) pronoun   | (c) verb        | (d) adverb      | 4. _____  |
| 5. <i>diligently</i> | (a) preposition | (b) pronoun   | (c) adverb      | (d) conjunction | 5. _____  |
| 6. <i>for</i>        | (a) preposition | (b) adjective | (c) adverb      | (d) conjunction | 6. _____  |
| 7. <i>good</i>       | (a) preposition | (b) adjective | (c) adverb      | (d) conjunction | 7. _____  |
| 8. <i>grade</i>      | (a) noun        | (b) pronoun   | (c) adverb      | (d) conjunction | 8. _____  |
| 9. <i>on</i>         | (a) verb        | (b) adverb    | (c) preposition | (d) conjunction | 9. _____  |
| 10. <i>final</i>     | (a) noun        | (b) adjective | (c) preposition | (d) conjunction | 10. _____ |

Indicate the kinds of statements the following groups of words represent. Use the letter associated with the correct response. End punctuation has been omitted.

- |               |              |
|---------------|--------------|
| (a) command   | (c) question |
| (b) statement | (d) fragment |

- |   |           |
|---|-----------|
| 11. None of the pizzas delivered to the party at Valley View College were warm          | 11. _____ |
| 12. Which explains why the professor refused to pay the bill when it was presented      | 12. _____ |
| 13. The professor asked the class whether anyone really preferred cold pizza            | 13. _____ |
| 14. Study your credit card charges before automatically paying the total amount         | 14. _____ |
| 15. When the error involving a charge for pizza was finally found in his Visa statement | 15. _____ |

**Multiple Choice**

- |  |           |
|--|-----------|
| 16. (One boss) Amy asked for her (a) bosses, (b) boss's, (c) boss'es permission to leave early.  | 16. _____ |
| 17. Only one of the (a) child's, (b) children, (c) child's was included in the opportunity program.  | 17. _____ |
| 18. How many (a) batch's, (b) batches, (c) batchs of cookies did she make?   | 18. _____ |
| 19. In the sentence <i>The award was given to Melanie</i> , the verb <i>was</i> is (a) transitive, (b) intransitive, (c) linking, (d) helping. | 19. _____ |
| 20. At least three (a) drivers, (b) drivers' (c) driver's cars were damaged in the multicar accident.  | 20. _____ |
| 21. Matthew asked whether he could borrow (a) Mike, (b) Mike's, (c) Mikes' laptop.   | 21. _____ |
| 22. The insurance policy mentions a physical examination as one of (a) its, (b) it's (c) its' provisions.                                      | 22. _____ |
| 23. Everyone was able to attend the awards ceremony except Carla and (a) she, (b) her.   | 23. _____ |

# Business English 11e

**ML Morrison**



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