

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 was 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. _____

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Temple University, 1957

The Official Index

to The Times, 1923

Bulletin, 1938

Announcement of the Correspondence Study Department

University of Arkansas, Fayetteville. General Extension Service, 1915

American Business English Eric Thomas, 2020-08-13 Business English is key in our globalized world Learning English for business is not only a good skill it is essential This book was written by a

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Bulletin North Carolina State University.

Department of Engineering Research,1938 **Bulletin** North Carolina State College. Engineering Experiment Station,1938

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