

GREAT EXPLORATIONS In Editing Series Volume 1

Lesson 3

1. Wordiness - Make your sentences clear and concise. Avoid unnecessary words and repeating words.

Ex: At this point and time, all weekend volleyball games on Saturday and Sunday will be *canceled and rescheduled for the weekdays.

Revised: All Saturday and Sunday games will be rescheduled for the weekdays.



Special Exploration: As you edit the passage, rewrite the sentence deleting any unnecessary words.

He found himself his usual seat he usually sits on in the corner
down over by the windows.

He found 2 his usual seat in the corner 3 by the windows.

Rules:

2. found his - A reflexive pronoun, such as *himself*, reflects on the subject and acts as a direct object, indirect object, the object of a preposition, or a predicate nominative. In this sentence, *himself* is unnecessary because *his usual seat* is the object.

3. corner by - Do not use certain prepositions together, such as: off of, in on, down over

* *canceled* - may also be spelled *cancelled*