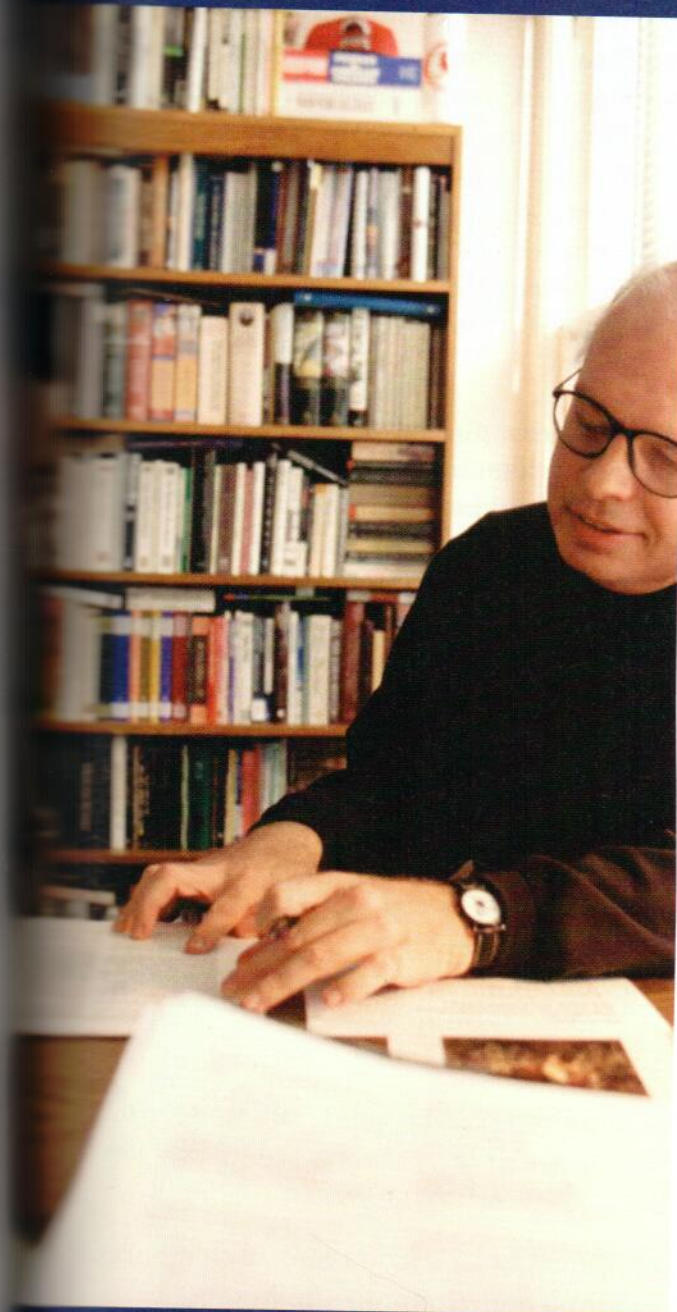


CONNECTING WORDS



GOALS

- Learn why mastering connecting words is important in writing
- Understand four problems writers commonly encounter with connecting words
- Form and use connecting words correctly in exercises and writing assignments

usually ask questions in class or
go to your instructor's office to ask
? What are the pros and cons of

LEARN WHAT THE ERROR IS

Errors with Connecting Words

An error with a connecting word is a global (more serious) error in which the connection between words, clauses, sentences, or paragraphs is either unclear or illogical because of a missing, incorrect, or misplaced connecting word or phrase. The sentence *I studied the material for five hours, then I took a break* has a connector error: a comma cannot connect two independent clauses. (This error is also called a **comma splice**.) The sentence should read: *I studied the material for five hours; then I took a break* or *I studied the material for five hours, and then I took a break* or *After I studied the material for five hours, I took a break*. The editing symbol for a connecting word error is *conn*.

A **connector** is a word, or sometimes a phrase, used to link paragraphs, sentences, clauses, or words. To understand connecting words and phrases, you need to understand the types of connectors and their functions.

Types of Connectors and Their Functions

Coordinating conjunctions connect words or phrases.

Examples:

The students bought juice, soft drinks, and cookies for the party.

The dog ran out of the house and started chasing the car.

Tonight we can go to a movie or to a concert.

Coordinating conjunctions connect independent clauses.

Example:

Pedro wanted to study engineering, but his father convinced him to study medicine. (Note that the two clauses have equal emphasis. Each independent clause can stand alone as a sentence because its meaning is complete.)

Correlative conjunctions connect similar grammatical structures.

Examples:

You will have to either get a job or cut down on your expenses to stay in school.

Thuy not only has two classes today but she also has a term paper due.

Subordinating conjunctions are treated separately in Unit 6, "Relative, Adverbial, and Noun Clauses," Part B, "Adverbial Clauses" on page 131.

Transitional words and phrases link sentences and link paragraphs.

Example:

I dislike working at night; however, I cannot find a day job. (Some texts refer to these connecting words as *conjunctive adverbs*.)

Subordinating conjunctions connect a dependent (or subordinate) clause with an independent clause.

Example:

When we have finished the chapter, we will have a test. (Note that the two clauses have unequal emphasis. The dependent clause is subordinate and thus has less emphasis.)

Errors with connecting words are global (more serious) errors and, as such, affect the meaning of whole sentences. Connecting words are especially important because writers use them to link items together, such as two sentences, or to lead the reader to a new point (*for example*) or to show order of importance (*most importantly*).

By providing smooth links between ideas, connecting words help make writing clear and easy for the reader to follow, but they are only one tool writers use to connect their ideas coherently. See Section 3, page 333, "Improve Flow of Ideas," for additional information on coherence.

Suggestions for Reducing Errors

- Be certain of the meaning of the connector you want to use. (Consult the chart in this unit to ensure that you are using the appropriate connector.)
- Become aware of how connectors are used and what their meaning is in the material that you read so that you can improve your ability to use connectors correctly.
- Remember that when using connecting words, you may have choices. For example, when connecting two independent clauses, you may wish to use the coordinating conjunction *but* or the transitional word *however* to show a contrast.

Check Your Understanding

Write answers to the following questions. Share your answers with another student.

1. What is the difference between a coordinating conjunction and a correlative conjunction?
2. What are some of the functions that connecting words perform in a piece of writing; that is, how do they help guide the reader through the text?

GRAMMAR JOURNAL ENTRY 9 CONNECTORS

Respond to the following in your grammar journal.

1. What was the best dream or worst nightmare that you have ever had?
2. What are five connecting words you frequently use? Use each one in a sentence.

UNDERSTAND COMMON PROBLEMS

This section presents four problems that writers commonly encounter with connecting words. First, take the pre-test to see what you already know about connecting words. When you finish, check your answers on page 353. Then, carefully study each problem and the examples that illustrate it. Pay particular attention to those problems that correspond to the pre-test questions you had difficulty with. Remember that becoming aware of the types of errors you most often make with connecting words will increase your chances of avoiding these errors in your writing.

Pre-test

What Do You Already Know?

Test your ability to recognize errors with connecting words.

- A** Correct the marked connecting-word errors. These are examples of the four common problems that are presented in this unit.

Problem 1 Natasha hoped to find an acting job in Hollywood, ^{conn} she had little talent.

Problem 2 Global warming poses a continuing threat to our environment; ^{conn} for example, we are trying to solve the problem.

Problem 3 Even though we should be saving money, ^{conn}but we are always going shopping.

Problem 4 There are three obstacles to losing weight, ^{conn}however, they can be overcome with a strong commitment to having a healthier, better-looking body.

B Underline and correct the one error in each of the following sentences. (The errors are not in any particular order.)

1. Although most students would like to have brand-new textbooks, but those on a budget often buy used ones.
2. Before we bought a car, we did research on car safety, in addition, we test drove different models.
3. Our teacher wanted to schedule an extra class, we did not like that idea.
4. A new bookstore has just opened downtown; moreover, I don't have any money to spend on new books right now.

Four Common Problems

Problem 1 Incorrect: I did not study; ^{conn}I got an A on the test.

(These two clauses are grammatically correct, but without a connector, the reader cannot see how the ideas are connected.)

Incorrect: I did not study, ^{conn}I got an A on the test.

(Two independent clauses cannot be connected with a comma.)

Correct: I did not study, but I got an A on the test.

Correct: I did not study; however, I got an A on the test.

Correct: Although I did not study, I got an A on the test.

Note: An adverbial clause like the one above may also be used. To study these clauses, see Unit 6, "Relative, Adverbial, and Noun Clauses."

Incorrect: I frequently read magazines, ^{conn}watch movies in my spare time.

Correct: I frequently read magazines and watch movies in my spare time.

Problem 2

A connecting word with the wrong meaning has been used to join two independent clauses.

Incorrect: I was very nervous about writing an essay in just one hour; ^{conn}moreover, I conquered my fears and finished the essay.

Correct: I was very nervous about writing an essay in just one hour; however, I conquered my fears and finished the essay.

(*Moreover* adds information, as in the sentence *I am very tired right now; moreover, I am also hungry.* *However* sets up a contrast.)

SELF-HELP STRATEGY: Make sure the connecting word you have chosen gives the correct meaning to the sentence. Refer to Commonly Used Connecting Words and Their Meanings on page 205.

Problem 3

An adverbial clause is connected to an independent clause with a subordinating conjunction *and* and a coordinating conjunction.

Incorrect: Even though my uncle bought a bicycle, ^{conn}but he never rides it.

Correct: Even though my uncle bought a bicycle, he never rides it.

Correct: My uncle bought himself a bicycle, but he never rides it.

Note: You will also see this problem in Unit 6, “Relative, Adverbial, and Noun Clauses,” Part B, “Adverbial Clauses,” Problem 1 on page 133.

SELF-HELP STRATEGY: Remember that a subordinating connector connects a dependent clause to an independent clause, and a coordinating connector connects two independent clauses. In the preceding corrected sentences, note that you have the option of using either a subordinating or a coordinating connector, but not both.

Problem 4

The wrong punctuation has been used with a connecting word.

Incorrect: Arielle wanted to go home for vacation, ^{conn}however, she did not have the money.

Correct: Arielle wanted to go home for vacation; however, she did not have the money.

Incorrect: Vladimir craves sweets. For example he loves cake, cookies, and candy.

Correct: Vladimir craves sweets. For example, he loves cake, cookies, and candy.

SELF-HELP STRATEGY: Make sure you know how to punctuate connecting words correctly. For help, refer to Punctuating Connecting Words on page 209.

REVIEW GRAMMAR SOLUTIONS

To use connecting words correctly, you need to know not only their grammatical function but also their meaning. You also need to know how to punctuate connecting words correctly. In the following sections, you will learn the meaning of the most commonly used connecting words and the rules for punctuating sentences with connecting words.

Commonly Used Connecting Words and Their Meanings

1. To add information

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
and	not only ... but also both ... and	additionally also besides furthermore in addition moreover

Examples:

We have seen that new movie twice, and we plan to see it again.

Both my brother and I know how to play tennis.

Ahmed speaks Arabic and English; in addition, he can read German.

2. To give an example or illustrate a point

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
		for example for instance in particular specifically to illustrate

Examples:

I like to travel; specifically, I visit countries where I can practice my Spanish.

For example, last summer I spent two weeks in Mexico.

3. To show a contrast

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
but		conversely however in contrast instead on the contrary on the other hand otherwise still

Examples:

Bill received an A in his German class, but Antoinette got a B.

We were supposed to meet at 8:00 AM; however, Barry arrived at 8:30.

4. To show a concession

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
yet		admittedly even so nevertheless

Examples:

Albert knows that he should take vitamins, yet he refuses to buy them.

I need to wear reading glasses; nevertheless, I try to read without them.

5. To show a similarity

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
		in the same way likewise similarly

Example:

Algebra was hard for me in high school; likewise, I find calculus difficult in college.

6. To show a result

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
so		accordingly as a consequence as a result consequently therefore thus

Examples:

Tran finally got all his verb tenses right in an essay, so he is very happy.

Tran finally got all his verb tenses right in an essay; as a result, he is very happy.

7. To give a reason or cause

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
for		

Examples:

Mr. Cross received an award, for he was elected teacher of the year.

8. To show a time relationship or order

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
		afterward finally first in conclusion meanwhile next previously second subsequently

Examples:

Martin is now a student; previously, he was a store manager.

9. To show a condition

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
or	whether ... or	

Examples:

I have to get dressed quickly, or I will be late for the movies.

(Or else can also be used.)

Whether she plans to accompany me or not, I still am going to the concert.

10. To explain or emphasize

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
		actually in fact in other words namely that is

Examples:

The bookstore sells greeting cards; in fact, they have the best selection in town.

I have to study all weekend; in other words, I am behind in my homework.

11. To give a choice or alternative; to eliminate choices

COORDINATING CONJUNCTIONS	CORRELATIVE CONJUNCTIONS	TRANSITIONAL WORDS AND PHRASES
or	either . . . or neither . . . nor	

Examples:

We can go to the beach, or we can go to the mountains.

You can either ride the bus or take the subway to get downtown.

I was so surprised that I could neither speak nor cry out.

Punctuating Connecting Words

- 1. Coordinating conjunctions.** Put a comma before a coordinating conjunction unless the two sentences it connects are very short.

Examples:

A new café has opened five blocks from my apartment, and I have noticed that it is offering many specials.

The movie has started, but Jane has not arrived. (Note that the comma could be omitted.)

- 2. Correlative conjunctions.** Put a comma before the second correlative conjunction if it connects two clauses but not if it connects words or phrases.

Examples:

Eric is not only an outstanding teacher, but he is also a gourmet cook.

The French bakery downtown sells not only crusty bread but also flaky pastries.

- 3. Transitional words and phrases.** Put a semicolon before and a comma after a transitional word or phrase if you want to use it to connect two independent clauses. Put a comma after a transitional word or phrase if you want to use it to introduce an independent or dependent clause. Put commas before and after a transitional word or phrase within a clause.

Examples:

The weather forecast for today was for cooler temperatures with a possibility of rain; however, the sun is shining brightly. Nevertheless, I am going to take my umbrella to work. As an extra precaution, moreover, I am going to wear my raincoat.

IMPROVE YOUR WRITING STYLE

LINKING IDEAS

Writing without transitional words and phrases can make your writing choppy and make it hard for the reader to follow the flow of your ideas. With transitional words and phrases, you can move the reader smoothly from one idea to another. You can introduce an example, indicate the order of ideas, or tell the reader that you are about to show a contrast. For additional techniques you can use to link ideas, see Section 3, page 333.

In the student paragraph below, notice how the writer uses transitional words and phrases to keep the flow of ideas smooth.

First of all, in terms of communication, Asian families need to strike a balance between assimilation and cultural segregation. This balance can affect our lives socially and economically. As Asian Americans, we need to master a second language. Yet, we should still maintain fluency in our own language and never negate our cultural identity. For instance, my father had a difficult time finding a job because he was unable to communicate in the workplace. Finally, after going to adult school for two years to study English, he found a job. However, my father maintains his first language (Korean) because he says that it forms a bond between our ancestors and us. My father is absolutely right. It is important for us Asian Americans to learn how to fit in; nevertheless, we still need to remember who we are.

PRACTICE WHAT YOU HAVE LEARNED

EXERCISE 1

Directions: Some of the following sentences have errors with connecting words. If a sentence is correct, write (C). If it is incorrect, write (I). Then, underline the error and write the correction above it.

Examples: I It's raining; ^{even so} likewise, I will go running.

C Sarah was angry at her brother; as a result, she could not think clearly.

- ___ 1. My sister is an accountant, she is very busy during tax time.
- ___ 2. The supermarket closes at 10:00 PM; however, it reopens at 6:00 AM if you need milk for breakfast.
- ___ 3. He did not want to go to chemistry laboratory. He went anyway.
- ___ 4. Although a car is expensive to maintain, but I need one to commute to work.
- ___ 5. Not only did Ann dislike the color of my dress, she did not like its style.
- ___ 6. They could buy neither coffee nor milk because the store was closed.
- ___ 7. Even though I dislike fish, I ate it at my friend's house to be polite.
- ___ 8. I went to the bank, I did not have any money.

EXERCISE 2

Directions: Write four different sentences, using a connecting word with a different meaning in each sentence. Refer to the charts on pages 205–209 of this unit. Be sure that you also understand the grammatical function of the connector.

Example: Canada's Northern Lights are fascinating; therefore, tourists come from all over the world to view them.

1. _____

2. _____

3. _____

4. _____

EXERCISE 3

Directions: Read the whole paragraph. Then, identify and discuss the type and meaning of the underlined connectors with your classmates.

coordinating conjunction/gives a reason

Today's modern airport resembles a city in itself, for it offers many services to travelers. First, like all cities, it offers food. If you want to purchase something to eat quickly, coffee shops and snack bars are everywhere along with numerous fast-food restaurants usually found around a food court. For just a quick energy booster, you can grab, for example, your favorite candy bar, a bag of chips, or a package of nuts from one of the many small shops, which offer magazines, newspapers, books, gifts, and toiletries as well. In addition, there is even a growing trend towards having gourmet restaurants in airports. Second, like any city, the modern airport offers entertainment. Most airports have wireless Internet access, so you can browse the Internet from your laptop. Television areas still exist and people also can spend their time reading in seating areas. Moreover, some airports now have art exhibits. Of course, you can always entertain yourself the old-fashioned way just by watching people. Third, many airports offer shopping. Some airports have outlets for major-brand stores or shops dedicated to selling an array of local products, such as smoked fish, maple syrup, or special cheeses. If you run out of things to do, you can get a manicure, have a massage, charge your telephone, or rent a DVD. Keeping all these activities in mind, we can safely say, therefore, that in modern airports, waiting for a flight no longer needs to be boring because an airport is often "a city" within a city.

EXERCISE 4

Directions: Fill in the blanks with the appropriate connector from the list.

as an example	first of all	however	second
but	for instance	moreover	therefore

Now that I am in college, I am becoming more proficient at and more comfortable with using my computer skills to do academic work. Having high-speed wireless access 24 hours a day is a real advantage, _____ that is not the whole story. _____, the class website serves as an adjunct to my classes, expanding my understanding of class materials. _____, my Chemistry 2A professor posts homework solutions, sample tests, and pre- and post-lecture notes online. After each lecture, I visit the site to compare my class notes with his to make sure my notes are accurate. In another science class, biology, we are required to complete a pre-lab worksheet online before we go to the laboratory session. That way, my classmates and I are all prepared and ready to get to work with our partners when we arrive. _____, teaching sites are not just confined to class sites. I have recently heard about an excellent interactive website for Chinese language learners, where it is possible to walk on the Great Wall, all while listening to its history in Mandarin. The _____ reason why my computer skills are rapidly improving is that I am also putting my social networking skills to work. I use these networks to contact other students when we are working on team projects or to get help from my professors. _____, last semester my macroeconomics professor held open office hours from 7:00 to 9:00 PM, and she also managed several blogs and a wiki site where we could share information and give our opinions. _____, learning and using these new skills is very beneficial. _____, I still need to develop better skills at balancing my time between working and playing on the computer.

EXERCISE 5

Directions: Choose a short news article to read. Underline the connecting words in two paragraphs and write down the function and meaning of each connecting word. Check your work with a classmate.

Post-test**What Do You Know Now?**

A Decide whether each sentence is correct (C) or incorrect (I). If the sentence is incorrect, make the correction.

- ___ 1. The shoes I ordered by mail did not fit; I sent them back.
- ___ 2. Although the days are still warm in September, the nights are chilly.
- ___ 3. My mother takes language classes on Fridays, exercise classes on Mondays.
- ___ 4. My friends intended to vote yesterday, however, they forgot.
- ___ 5. While she likes animals, my sister wants to have a pet.
- ___ 6. Thanksgiving is a holiday for visiting relatives. Also, it is a time for eating traditional food for example turkey and mashed potatoes and gravy.
- ___ 7. Although most children are fascinated by insects, many are scared of spiders.
- ___ 8. Mira likes her cousin Jennifer very much; however, she visits her as often as she can.
- ___ 9. Many students like to take trips during vacations however that takes time and money.
- ___ 10. The price of gas is high, I will not drive my car much this month.

B Fill in the blanks with the appropriate connecting word(s) from the list.

but also	for example	in addition	or
even though	however	in fact	in the future

_____ my social life in college is going well, I have a constant
(1)
source of stress from school: taking tests. The primary reason for this stress is the very competitive grading system. In high school, grading

was much easier because most course grades were based on a series of quizzes; _____, the teachers usually dropped the lowest grade. _____, here in college, _____, two tests, a term paper, and the final exam can constitute a course grade with no make-ups _____ extra credit. To make matters worse, one bad test can lower one's grade. Last semester, I had one painful experience—the grade on my second chemistry exam, which was so low that my grade went from an A to a C. Another reason midterms are stressful is that the competition is intense. Not only do I panic about the test itself _____ about the competition from my classmates, most of whom finished high school with impressive grades. _____, I must already have met at least 25 students who graduated at the top of their class. Even though I took numerous tests in high school, it is still hard to deal with the stress of tests in college. _____, I do not think I will overcome the stress at all since grades are so important to me. In the future, I hope to gain enough confidence in my test-taking ability so that I can perform well on tests even if I am still very nervous.

APPLY WHAT YOU HAVE LEARNED TO WRITING

Select a writing topic and follow the steps in Appendix A on page 337.

Topic 1:

Think about your favorite teachers. First, describe the qualities a teacher should have to be effective. Then, write about one of your very favorite teachers. As an alternative, you may wish to discuss the qualities of an effective supervisor or manager at work.

Topic 2:

Although most people see a college education as a good investment in the future, not everyone sees a college education as useful. What are some of the major benefits of a college education? When would a college education not be necessary or even desirable?

Topic 3:

Think about a custom from your culture of origin or from the United States that you either like or dislike. First, describe the custom. Then, explain why you either like or dislike it.

