

Q.16) EDITING : *MAIN POINTS TO REMEMBER TO ANSWER THIS QUESTION:*

- 1) Firstly, look at the passage and **understand the 'tense' of the verbs** in it. (Present or Past)
- 2) If the **verbs** in the passage are in **V2 form**, then **change the underlined verb(s) into simple past/ past perfect/ past continuous form** - depending upon the meaning.
- 3) If a word is underlined **after 'to'**, use **V1** of the verb underlined
(Ex: **to see, to eat, to watch, to play, to go, to read, to enjoy, etc**)
- 4) If a word is underlined **after a modal verb**, use **V1** of the verb underlined.
(Ex:- shall **help**, will **come**, may **rain**, can **play**, must **follow**, could sing, would come, might rain etc)
- 5) If a word is underlined **after 'has to/have to/had to'**, use **V1** of the verb underlined
(Ex: **have to run**, has to **complete**, had to **do**, need to etc.)
- 6) If a word is underlined **after 'to be/be'**, use the **adjectival form** that word.
(Ex: He wants **to be active**; She looked **to be beautiful**; Don't **be lazy**; **Be patient** etc.)
- 7) **'Modal verb + be'** must be followed by **'V3/adjective'** form of the verb underlined.
(Ex: It **will be done** by him, the work **may be completed** soon, the weather **may be cloudy**, things **will be nice** etc.)
- 8) If a word **after an adjective** is underlined, write the **'noun form'** of it.
(Ex: **proper arrangement**, **quick response**, **slow movement**, **useful agreement**, **friendly meeting**, **lovely picture**, **noted teacher** etc.)
- 9) If a word **before a noun** is underlined, write the **adjectival form** of it.
(Ex: **handsome** man, **big** screen, **large** building, **the biggest** challenge, **valuable** message etc)
- 10) If a word **after a verb** is underlined, use **the adverbial form** of it.
(Ex: The bulls are moving **slowly**, the children are playing **well**, it may rain **tonight**, he ran **fast**, **He worked very hard**.)
- 11) A verb underlined must agree to its subject.
(Ex: She **has**, They **have**, Mathematics **is**, a child **is**, children **are**, One of the countries **is/was**,
i) They **practise** games daily
ii) Lata **practises** singing every day
iii) Some motor vehicles **run** on petrol,
iv) That Maruthi car **runs** on LPG.
- 12) Proper usage of articles
(Ex: **an** hour, **an** M.L.A., **an** heir, **the** greatest, **the** most, **the** first, **the** farthest,
a one day match, **the** Himalayas, **the** Krishna, **the** Nobel prize, **the** Indian Express etc.)

13) Proper usage of prepositions

(Ex: angry **with** him, angry **at** his behaviour, depend **on/upon**, believe **in**, change **into**, **on** foot, apply **for** a job, belong **to**, consist **of**, **by** bus/train, wait **for** a person etc.)

14) Proper usage of 'Relative Pronouns' - 'Who/whom, whose' - persons; 'which' - things,

'that' - persons/things.(Ex: **The people who** live in hot countries, **the books which** are on the table

***Who** - is followed by a verb; ***whose** - is followed by a noun; ***whom** - is followed a noun/pronoun.

i) This is Ravi **who is** my best friend.

ii) He is the man **whose car** is missing.

iii) He is Mr.Shiva **whom we** like much.

15) Proper usage of 'LINKERS' is also very important.

LINKER(s)

FUNCTION

1. Besides, furthermore, moreover, and

indicate 'addition'

Ex:- My friend underwent training in Computing. **Moreover/ Besides**, he underwent training in spoken English.

2. But, yet, still, however, on the other hand, whereas,

contrast

on the contrary, nevertheless, in spite of, although,though

Ex: i) He played well; **yet** did not win the match.

ii) Murthy got a high rank in the test **but** he could not go to IIT.

iii) Nick was a torso. **However**, he could do many things.

iv) India is relying on lockdown. **On the other hand**, many countries are not caring about it.

3. So, therefore, as a result, hence, thus, consequently

result

Ex:- i) Swami had behaved mischievously **so** the HM punished him.

ii) The young man's leave period was over. **As a result**, he had to start for his work place.

16) Use '**where**' for **places**, '**when**' for **time**, '**which**' for **things**, '**why**' for reason, '**because/as/since**

Before a clause **indicating a reason**, '**what**' for **something/a profession** etc.)

Ex: 1. I don't know **where** he is. (place)

2. There were times **when** we used to live together. (time)

3. This is a car **which** is of Honda company. (thing)

4. **Since/as/because** it was raining, I did not go to school yesterday. (reason)

5. I don't know **why** he is crying. (reason)



6. **What** are you doing there? (something)

7. What is your uncle? (profession)

17) **Singular subject** is followed by - **is/was**; **Plural subject** is followed by - **are/were**

18) **While** + singular subject + **was** + **V1+ing**

While + plural subject + **were** + **V1 + ing**

19) **After** + subject + **had** + **V3**..... subject + **V2**

When " " " " "

Subject + **V2** **because/as/since** + subject + **had** + **V3**

20) Subject + **had** + **V3**..... **before** + subject + **V2**

21) Subject + **had** + **scarcely/hardly** + **V3**..... **When** + subject + **V2**

22) **No sooner** + had + subject + **V3**..... **than** + subject + **V2**

No sooner + did + subject + **V1**..... **than** + subject + **V2**

23) **One of the / None of the / Each of the** + Plural subject + **singular verb**

24) Proper usage of '**Correlative conjunctions**' :

Not only - but also; Neither - nor rather - than Scarcely - when

Either - or both - and as much - as Hardly - when

Between - and whether - or No sooner - than rather - than

25) Write 'Noun' forms of the words underlined followed by - **my/our/your/his/her/its/their**

Ex: My devotion, **our** commitment, **your** health, **his** dedication, **their** freedom etc.,

26) Sometimes students have to replace the underlined words with their homophones

****Homophones:** are words pronounced alike but have different spelling and meaning**

Ex: - there - their, principal - principle, stationary - stationery, days - daze, deer - dear,

compliment - complement, new - knew, break - brake, die - dye, morning - mourning, sole - soul

27) as/so + Positive degree of an adjective + as; Comparative degree + than; the + Superlative degree

My brother sings **as good as** my sister. (P.D)

This room is not **so large as** that (room) (P.D)

I can play **better than** you. (C.D);

My picture is **more beautiful than** yours. (C.D)

The Ganges is **the largest** country in India. (S.D)

India is one of **the most populous** countries in the world. (S.D)

**** **These** important points will help students answer the question on '**EDITING**'

***Correct the underlined parts in each of the following sentences so that you can have idea on the above points:**

1. While the farmer **is going** through the forest, he saw a fox. A) _____
2. I did not find any apple in the shelf because my brother **has eaten** all. A) _____
3. Last night I phoned my friend **to knew** what the homework was. A) _____
4. When I next go to Hyderabad, I **will visited** the Salarjung Museum. A) _____
5. During the Corona holidays, all children **have to making** use of the time. A) _____
6. My brother wants **to be used** to society. A) _____
7. He seems **to be cleverness**. A) _____
8. Naadu-Nedu programme **will be finish** soon. A) _____
9. In the coming years, India **will be power**. A) _____
10. Success of E.M. needs **active participate** of students and parents. A) _____
11. Poor people live in **unhealth atmosphere**. A) _____
12. When vehicles go up hilly areas, they **move slow**. A) _____
13. Sometimes my father is **angry on** me. A) _____
14. I am **confident in** your success in the competition. A) _____
15. The **knowledge in** English will certainly help you. A) _____
16. This is my sister **whose** lives in Guntur. A) _____
17. Satuluru is the village **which** I was born. A) _____
18. I want to buy a house **who** I can afford. A) _____
19. This is a picture of Sarojini Naidu **who** poetry is very popular. A) _____
20. This is Mr. Ravi **whose** I met yesterday. A) _____
21. The doctor wished to marry a fat woman **and** he married a thin woman. A) _____
22. My mother finished cooking **but** served the food. A) _____
23. The middle-aged man didn't want to leave the house though he had lived in it in his childhood. A) _____
24. Some students feel that **Mathematics are** an easy subject. A) _____
25. **Scissors is** sharp. Don't play with **it**. A) _____
26. I fell asleep **while I am reading**. A) _____

- 27.Children **went out** to play **after** they **completed** their homework. A) _____
- 28.We **had waited** at the bus stop **before** the bus **had arrived**. A) _____
- 29.No sooner **had** the train **arrived** **then** all the passenger got in. A) _____
- 30.**Scarcely** I had completed the test **than** I left the exam. hall. A) _____
- 31.**None of the boys** in our class **are** absent today. A) _____
- 32.**One of my friends** **have** helped me a lot. A) _____
- 33.When I reached **their**, the bus had left. A) _____
- 34.Due to lockdown, all the **stationary** shops in our town are closed. A) _____
- 35.Our **principle** is a very kind person. A) _____
- 36.Thousands of people gathered to express their **morning**. A) _____
- 37.He studied well **but** got a good job. A) _____
- 38.Australia is **large** than India. A) _____
- 39.Corona is **most dangerous** disease today. A) _____
- 40.India is neither too cold **or** too hot. A) _____
- 41.The three brothers shared their father's property **between** themselves. A) _____
- 42.Could you tell me **why** the bus will come. A) _____
- 43.Neither Suresh or Ramesh **are** present in the class. A) _____
- 44.I want to know **many informations** about your family. A) _____
- 45.My friend works very **hardly**. A) _____
- 46.I have **fashion** to learn drawing. A) _____
- 47.The bus driver avoided an accident by putting on the sudden **break**. A) _____
- 48.The poor man does not **has** enough money to have food. A) _____
- 49.Our school bus has not **came** yet. A) _____
- 50.That company pens do not write **good**. A) _____

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