# *Actions*

## ~Presentation Group 2~

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# UNDERSTANDING HOW WE EXPRESS JUDGEMENTS

| Praise words | Abusive words |
| --- | --- |
| Clear, Direct, Concise | Unclear, Indirect, Abstract, Dense, Complex |

# 📖TELLING STORIES ABOUT📖 CHARACTERS AND THEIR ACTIONS

A. Once upon a time, as the walk through the woods was taking place on the part of Little Red Riding Hood,  the Wolf's jump out from behind a tree occurred, causing her fright.

# 📖TELLING STORIES ABOUT📖 CHARACTERS AND THEIR ACTIONS

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B.Once upon a time, Little Red Riding Hood was walking through the woods, when the Wolf jumped out from behind a tree and frighten her.

# Principle of Clarity 1: **Make Main Characters Subjects**

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# Principle of Clarity 1: **Make Main Characters Subjects**

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# FAIRY TALES AND ACADEMIC OR PROFESSIONAL WRITING

A. *The Federalists'* **argument** in regard to the **destabilization** of *government* by *popular democracy* was BASED on *their* **belief** in the **tendency** of *factions* to FURTHER *their* self-interest at the expense of common good.

# FAIRY TALES AND ACADEMIC OR PROFESSIONAL WRITING

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B. The *Federalists* **ARGUED** that *popular democracy* **DESTABILIZED** government, because *they* **BELIEVED** that *factions* **TENDED TO FURTHER** *their* self-interest at the expense of the common good.

# VERBS AND ACTIONS

***A sentence seems clear when its important actions are in verbs.***

A.Our **lack** of data PREVENTED **evaluation** of UN **actions** in **targeting** funds to areas most in **need** of **assistance**.

# VERBS AND ACTIONS

***A sentence seems clear when its important actions are in verbs.***

A. Our **lack** of data PREVENTED **evaluation** of UN **actions** in **targeting** funds to areas most in **need** of **assistance**.

B. Because we **LACKED** data, we could not **EVALUATE** whether the UN **HAD TARGETED** funds to areas that most **NEEDED** **assistance**.

⇉

A **noun** derived from a **verb** or **adjective** has a technical name: ***NOMINALIZATION***.

The word illustrates its meanings: When we nominalize *nominalize*, we create the nominalization *nominalization*.

# 🔬 DIAGNOSIS AND REVISION: CHARACTERS AND ACTIONS 🔬

Our principle is this:

***Verbs*** *as* ***actions****, and* ***subjects*** *as* ***characters****.*

Revision is a three-step process:

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Revision is a three-step process:

Diagnose

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***Verbs*** *as* ***actions****, and* ***subjects*** *as* ***characters****.*

Revision is a three-step process:

**Diagnose → Analyze → Rewrite**

# SOME COMMON PATTERNS

You can quickly spot and revise
**five common patterns** of *nominalizations*.

| |
|---|
| 1. **The nominalization is the subject of an empty verb such as *be, seems, has*, etc.** |
| A.Change the nominalization to a verb: intention➜intend |

# SOME COMMON PATTERNS

You can quickly spot and revise
**five common patterns** of *nominalizations*.

| 1. **The nominalization is the subject of an empty verb such as *be, seems, has*, etc.** |
| --- |
| B.Find a character that will be the subject of that verb:<br>The **intention** of *the committee* IS to audit the records. |

# SOME COMMON PATTERNS

You can quickly spot and revise
**five common patterns** of *nominalizations*.

| 1. **The nominalization is the subject of an empty verb such as *be, seems, has*, etc.** |
| --- |
| C.Make that character the subject of the new verb:<br>✔ *The committee* **INTENDS** to audit the records. |

**2. The nominalization follows an empty verb:** The *agency* CONDUCTED an **investigation** into the matter.

A. Change the nominalization to a verb: investigation ➜ investigate

**2. The nominalization follows an empty verb:** The *agency* CONDUCTED an **investigation** into the matter.

B. Replace the empty verb with the new verb: conducted ➜ investigated

✔ The *agency INVESTIGATED* the matter.

**3. One nominalization is the subject of an empty verb and a second nominalization follows it:** Our **loss** in sales WAS a result of their expansion of outlets.

A. Revise the nominalization into verbs: loss ➜ lose expansion ➜ expand

**3. One nominalization is the subject of an empty verb and a second nominalization follows it:** Our **loss** in sales WAS a result of their expansion of outlets.

B. Identify the characters that would be the subjects of those verbs:

*Our* **loss** in sales was a result of *their* **expansion** of outlets.

**3. One nominalization is the subject of an empty verb and a second nominalization follows it:** Our **loss** in sales WAS a result of their expansion of outlets.

C. Make those characters subjects of those verbs:
we lose  they expand

**3. One nominalization is the subject of an empty verb and a second nominalization follows it:** Our **loss** in sales WAS a result of their expansion of outlets.

D. Link the new CLAUSES with a logical connection:

- To express simple cause: because, since, when
- To express conditional cause: if, provide that
- To contradict expected causes: though, unless

**3. One nominalization is the subject of an empty verb and a second nominalization follows it:** Our **loss** in sales WAS a result of their expansion of outlets.

D. Link the new CLAUSES with a logical connection:

Our **loss** in sales ➜ we **LOST** sales
was the result of ➜ **because**
their **expansion** of outlets ➜ *they* **EXPANDED** outlets

**4. A nominalization follows *there is* or *there are*:**
There IS no **need** for *our* further **study** of this problem.

A.Change the nominalization to a verb: need ➜ need study ➜ study

**4. A nominalization follows *there is* or *there are*:**
There IS no **need** for *our* further **study** of this problem.

B.Identify the characters that should be the subjects of the verb:
There is no **need** for *our* further **study** of this problem.

**4. A nominalization follows *there is* or *there are*:**
There IS no **need** for *our* further **study** of this problem.

C.Make that character the subjects of the verb:
no need ➜ we need not
our study ➜ we study
✔ *We* **NEED** not **STUDY** this problem further.

**5. Two or three nominalizations in a row are joined by prepositions:**

We did a **review** of the **evolution** of the brain.

A. Turn the first nominalization into a verb:

review ➜ review

**5. Two or three nominalizations in a row are joined by prepositions:**

We did a **review** of the **evolution** of the brain.

B.Either leave the second nominalization as it is, or turn it into a verb in a clause beginning with *how* or *why*:

First, *we* **REVIEWED** the **evolution** of the *brain*.

First, *we* **REVIEWED** how *the brain* EVOLVED.

# 📌QUICK TIP📌

When you revise a complicated sentence, you will have more than one character-action clause.

# 🎉SOME HAPPY CONSEQUENCES🎉

When you consistently rely on verbs to express key actions,
your readers benefit in many ways:

1. Your sentences are more **concrete**, because they will have **concrete** subjects and verbs.

⇉

# 🎉SOME HAPPY CONSEQUENCES🎉

When you consistently rely on verbs to express key actions,
your readers benefit in many ways:

2. Your sentences are more **concise**.When you use nominalizations, you have to add articles like *a* and *the* and prepositions such as *of*, *by*, and *in*. You don't need them when you use verbs and conjunctions.

⇉

# 🎉SOME HAPPY CONSEQUENCES🎉

When you consistently rely on verbs to express key actions,
your readers benefit in many ways:

3. The **logic** of your sentences is **clearer**. When you nominalize verbs, you link actions with fuzzy prepositions and PHRASES such as *of*, *by*, and *on the part of*. But when you use verbs, you link clauses with precise subordinating conjunctions such as *because*, *although*, and *if*.

⇉

# 🎉SOME HAPPY CONSEQUENCES🎉

When you consistently rely on verbs to express key actions,
your readers benefit in many ways:

4. Your sentences tells a more **coherent** story.
   Nominalizations let you distort the sequence of actions.

⇉

# 💡 A Common Problem Solved 💡

Why are we so often right about the writing of others and so often wrong about our own?

It is because we all read into our own writing **what we want readers to get out of it.** The reader who is **most familiar with its content will likely find it clearest. Clarity is in the eye of more or less informed beholders.**

# 💡 A Common Problem Solved 💡

That is why we need to look at our own writing in a way that is almost mechanical, that sidesteps our too-good understanding of it. **The quickest way is to underline the first seven or eight words of every sentence. If you don't see in those words a character as a subject and a verb as a specific action, you have a candidate for revision.**

# 📝A QUALIFICATION:📝
# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**1. A nominalization that is a short subject that refers to a previous sentence:**

✔**These arguments** all depend on a single unproven claim.

✔**This decision** can lead to positive outcomes.

⇉

# 📝A QUALIFICATION:📝
# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**1. A nominalization that is a short subject that refers to a previous sentence:**
Those nominalizations link one sentence to another in a cohesive flow.

⇉

# 📝A QUALIFICATION:📝
# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**2. A short nominalization that replaces an awkward *The fact that*:**

The fact that she **ADMITTED** guilt impressed me.

✔Her admission of guilt impressed me.

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# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**2. A short nominalization that replaces an awkward *The fact that*:**

But then, why not this: ✔ *She* **IMPRESSED** me when *she* **ADMITTED** her guilt.

⇉

# 📝A QUALIFICATION:📝 USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**3. A nominalization that names what would be the object of the verb:**

I accepted *what she* **REQUESTED** [that is, *She requested* ***something***].

✔I accepted her **request**.

⇉

# A QUALIFICATION: USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**3. A nominalization that names what would be the object of the verb:**

This kind of nominalization feels more concrete than an abstract one. However, contrasts *request* above with this next sentence, where *request* is more of an action.

⇉

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# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**3. A nominalization that names what would be the object of the verb:**

Her **request** for **assistance** CAME after the deadline.

✔She **REQUESTED assistance** after the deadline.

⇉

# 📝A QUALIFICATION:📝 USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**4. A nominalization that refers to a concept so familiar to your readers that to them, it is a virtual character:**

✔Few problems have so divided us as **abortion** on **demand**.

✔The Equal Rights **Amendment** was an issue in past **elections**

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# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**4. A nominalization that refers to a concept so familiar to your readers that to them, it is a virtual character:**

✔**Taxation** without **representation** did not spark American **Revolution**.

⇉

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# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**4. A nominalization that refers to a concept so familiar to your readers that to them, it is a virtual character:**

Those nominalization name familiar concepts: *abortion* on *demand,* amendment, elections, taxation, representation, revolution.

⇉

# 📝A QUALIFICATION:📝 USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**4. A nominalization that refers to a concept so familiar to your readers that to them, it is a virtual character:**

You must develop an eye for distinguishing nominalizations expressing common ideas from those you can revise into verbs:

⇉

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# USEFUL NOMINALIZATIONS

To turn nominalizations into verbs, the trick is to know which to keep and which to revise. Keep these:

**4. A nominalization that refers to a concept so familiar to your readers that to them, it is a virtual character:**

There is a **demand** for **repeal** of the **inheritance** tax.

✔We **DEMAND** that Congress **REPEAL** the ⇉ **inheritance** tax.

# CLARITY, NOT SIMPLEMINDEDNESS

**Your readers want you to write cleary,** but not in Dick-and-Jane sentences. Some argue that all sentences should be short, no more than fifteen or twenty words. But **many mature ideas are too complicated to express so compactly.** There are ways to revise too-short, too-simple sentences into a style that is **readable but still complex enough to communicate complex ideas.**

# SUMMING UP

Make main characters the subjects of your verbs; make those characters' important actions your verbs.

| Fixed | Subject | Verb | |
|---|---|---|---|
| Variable | Character | Action | |

Keep in mind that readers want to see characters not just *in* the subject, instead, they want to see the character *as* the subject.

# 📚GLOSSARY📚

**Actions**:Prototypically, action is expressed by a verb: *move, hate, think, discover*. But actions also appear in NOMINALIZATIONS: *movement, hatred, thought, discovery*. Actions are also implied in some adjectives: *advisable, resultant, explanatory*, etc.

# 📚GLOSSARY📚

**Adjective:** A word you can put *very* in front of: *very old, very interesting*.There are exceptions: *major, additional,* etc. Since this is also a test for ADVERBS, distinguish adjectives from adverbs by putting them between *the* and a noun: *The* **occupational** *hazard, the* **major** *reason,* etc. Some nouns also appear there: *the* **chemical** *hazard.*

# 📚GLOSSARY📚

**Clause**: A clause has two defining characteristics :

1. It has a sequence of at least one SUBJECT + VERB.
2. The verb must agree with the subject in number and can be made past or present.

By this definition, these are clauses:

She left  that they leave  if she left  why he is leaving

# 📚GLOSSARY📚

**Clause**: A clause has two defining characteristics :

1. It has a sequence of at least one SUBJECT + VERB.
2. The verb must agree with the subject in number and can be made past or present.

These next are not, because the verbs cannot be made past tense nor do they agree in number with the putative subject:

for them to **go**  her **having gone**

# 📚GLOSSARY📚

**Gerund**: A NOMINALIZATION created by adding -*ing* to a VERB:

when she **left** we were happy. ➜ her **leaving** made us happy.

# GLOSSARY

**Simple Subject**: The simple subject is the smallest unit inside the WHOLE SUBJECT that determines whether a VERB is a singular or plural:
[The [books] (simple subject) that are required reading](whole subject) **are** listed.
The simple subject should be as close to its verb as you can get it.
If **a book** is required reading, **it** is listed.

# 📚GLOSSARY📚

**Whole Subject**: You can identify a whole subject once you identify its VERB: Put a *who* or a *what* in front of the verb and turn the sentence into a question. The fullest answer to the question is the whole subject:

The ability of the city to manage education is an accepted fact.

# GLOSSARY

**Whole Subject**: Put a *who* or a *what* in front of the verb and turn the sentence into a question. The fullest answer to the question is the whole subject:

Question: **What** is an accepted fact?

Answer (and whole subject): the ability of the city to manage education.

# 📚GLOSSARY📚

**Whole Subject:** You can identify a whole subject once you identify its VERB.
Distinguish the whole subject from the SIMPLE SUBJECT:
The **ability** of the city to manage education **is** an accepted fact.

# Thank You for Your Attention
# Have a Great Day :)