

*Take-Home Quiz for*  
***“AA Quotation Guidelines” & “Hints for Good Writing”***  
*By Barbara Westberg*

---

I. FILL IN THE BLANKS.

- 1) In \_\_\_\_\_, we take \_\_\_\_\_ and \_\_\_\_\_ from other \_\_\_\_\_. Proper \_\_\_\_\_ should be given for all \_\_\_\_\_ material. (6)
  - 2) A large \_\_\_\_\_ of \_\_\_\_\_ material comes from \_\_\_\_\_ gathered from other \_\_\_\_\_ and collected in the form of \_\_\_\_\_. (5)
  - 3) The remaining \_\_\_\_\_ comes from \_\_\_\_\_ and \_\_\_\_\_. (3)
  - 4) The \_\_\_\_\_ task is to weave the \_\_\_\_\_ as he crafts it into a \_\_\_\_\_, story, or \_\_\_\_\_ that will become interesting, \_\_\_\_\_, informative, and a blessing to the \_\_\_\_\_. (6)
  - 5) Since \_\_\_\_\_ research involves the \_\_\_\_\_ of other people it is \_\_\_\_\_ to know how to properly \_\_\_\_\_, paraphrase, or \_\_\_\_\_ the information we \_\_\_\_\_ from other \_\_\_\_\_. (7)
  - 6) Proper \_\_\_\_\_ should be given for \_\_\_\_\_ taken from both \_\_\_\_\_ and \_\_\_\_\_ sources, whether the \_\_\_\_\_ is considered \_\_\_\_\_ or \_\_\_\_\_. (7)
  - 7) When \_\_\_\_\_ beyond what would be considered as \_\_\_\_\_, the \_\_\_\_\_ must obtain written \_\_\_\_\_ from the \_\_\_\_\_ of the \_\_\_\_\_, usually the \_\_\_\_\_. (8)
  - 8) The \_\_\_\_\_ author is \_\_\_\_\_ for \_\_\_\_\_ permission to \_\_\_\_\_ from a copyrighted \_\_\_\_\_. (5)
  - 9) There are \_\_\_\_\_ specific number of \_\_\_\_\_ that can be \_\_\_\_\_ without \_\_\_\_\_. (4)
  - 10) According to the \_\_\_\_\_ Encyclopedia, quoting \_\_\_\_\_ - \_\_\_\_\_ words from a \_\_\_\_\_ without \_\_\_\_\_ seems to be \_\_\_\_\_ practice. (6)
  - 11) According to “Word Aflame House \_\_\_\_\_,” it is common \_\_\_\_\_ among most \_\_\_\_\_ and \_\_\_\_\_ to quote a \_\_\_\_\_ of \_\_\_\_\_ consecutive \_\_\_\_\_ from a \_\_\_\_\_ source without obtaining \_\_\_\_\_. (9)
  - 12) \_\_\_\_\_ is a big word meaning to use someone’s \_\_\_\_\_ or \_\_\_\_\_, while \_\_\_\_\_ is it one’s \_\_\_\_\_, and not giving proper \_\_\_\_\_ to the \_\_\_\_\_. (7)
  - 13) Making \_\_\_\_\_ changes (changing or \_\_\_\_\_ a few \_\_\_\_\_) in the \_\_\_\_\_ material keeps the \_\_\_\_\_ essentially the \_\_\_\_\_ as the \_\_\_\_\_ and \_\_\_\_\_ must be given. (8)
  - 14) \_\_\_\_\_ is \_\_\_\_\_ the author’s \_\_\_\_\_ in your \_\_\_\_\_ words. \_\_\_\_\_ should be given to the \_\_\_\_\_ author but \_\_\_\_\_ marks are \_\_\_\_\_ needed. (8)
  - 15) A good \_\_\_\_\_ would be to \_\_\_\_\_ and give \_\_\_\_\_ to words, \_\_\_\_\_, and \_\_\_\_\_ you use that are \_\_\_\_\_ to you regardless of \_\_\_\_\_ you find them. This includes \_\_\_\_\_, messages, \_\_\_\_\_, book, etc. “When in \_\_\_\_\_, cite.” (10)
- 

II. Write TRUE or FALSE in the blanks provided.

- \_\_\_\_\_ 1) A bibliography should be attached to all Africa Aflame Resources (*lessons, leaflets, tracts, and books*).
- \_\_\_\_\_ 2) Never use *none* and *nothing* together in the same sentence.
- \_\_\_\_\_ 3) Singular subjects take singular verbs. (*The boy works hard.*)
- \_\_\_\_\_ 4) Nouns ending in *s* are usually plural, but verbs ending in *s* are usually singular.
- \_\_\_\_\_ 5) *Doesn’t, isn’t, and wasn’t* are *singular* and must be used with singular subjects.
- \_\_\_\_\_ 6) Words that end in *-ics* may be singular or plural depending on their meaning.
- \_\_\_\_\_ 7) *Compound subjects* joined by *and* take a plural verb.
- \_\_\_\_\_ 8) The dictionary should be used to avoid misspelling.
- \_\_\_\_\_ 9) Proofreading is only for professionals.
- \_\_\_\_\_ 10) For words that show individual possession, make each word in the group possessive.
- \_\_\_\_\_ 11) All statements should be in positive form.
- \_\_\_\_\_ 12) To form the possessive case of a *plural noun that does not end in s*, first write the *plural spelling* of the word. Then add an *apostrophe and s*. (*s*) i.e. *boys’ socks*
- \_\_\_\_\_ 13) Parenthetical expressions need a comma before and one after the expression used.
- \_\_\_\_\_ 14) *It, you, I he, she, we, they, who, and whoever* are the pronouns that may be used as subjects and predicate nominatives.
- \_\_\_\_\_ 15) Use any pronoun you like as a *direct or indirect object*, and as the *object of a preposition*.