

Business Grammar Builder Relative Clauses

Response Sheet

Unit 28 Relative Clauses 1

Exercise 1. Write **D** (defining) or **ND** (non-defining) in the appropriate boxes.

1. 2. 3. 4. 5. 6.

Exercise 2. Write the beginning of the sentence up to (and including) the Relative Pronoun (*that*, *who*, or *whose*). For example: **The company that**

1.
2.
3.
4.
5.
6.

7.
8.
9.
10.
11.
12.

Exercise 3. Write the Relative Pronoun from the sentence and tick the appropriate box. If the Relative Pronoun must stay in the sentence, tick the **KEEP** box; if the Relative Pronoun can be omitted, tick the **OMIT** box.

Relative Pronoun	KEEP	OMIT
1.		
2.		
3.		
4.		
5.		

Relative Pronoun	KEEP	OMIT
6.		
7.		
8.		
9.		
10.		

Exercise 4. Rewrite the formal sentence as everyday informal sentences. Write the **COMPLETE** sentence below. Write it EXACTLY as it appears in the book (with the contractions)!

1.
2.
3.
4.
5.
6.

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Exercise 5. If the sentence is possible, write a **P**; if it is impossible, write an **I**. Pay close attention to how the boxes are numbered.

1.	2.	3.	4.	5.	6.
7.	8.	9.	10.	11.	12.

Exercise 6. Read the newspaper article which includes four Relative Clauses (a – d). Decide whether the three statements are true or false for each Relative Clause. Mark each box with a **T** or an **F**.

	a	b	c	d
1. The Relative Clause identifies a person, event, or thing.				
2. The Relative Pronoun can be replaced with "that".				
3. You can leave out the Relative Pronoun.				

Unit 29 Relative Clauses 2

Exercise 1. Combine each pair of sentences using the word given in brackets. Write the **COMPLETE** sentence below. Write it **EXACTLY** as it appears in the book (with the contractions)!

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

with

Exercise 2. If the sentence is correct, write **correct** in the appropriate box. If the sentence has a word which should not be there, write it in the appropriate box.

1.	2.	3.	4.
5.	6.	7.	8.

Exercise 3. Write the correct Relative Pronoun for each sentence in the appropriate box.

1.
2.
3.
4.
5.

6.
7.
8.
9.
10.

Exercise 4. Write the correct answer using *what*, *which*, or *who* or write *correct* if the sentence is already correct, in the appropriate boxes below.

1.
2.
3.
4.
5.
6.

7.
8.
9.
10.
11.
12.

Exercise 5. Complete the article by writing Relative Clauses based on the notes on your exercise sheet. Begin the Relative Clauses with either *who* or *which*. Write **ONLY** the Relative Clause in the boxes below.

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.



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