

Problem Set #2

CLEAR, CONCISE WRITING, cont.

Rewrite the following sentences more clearly and concisely.

1. The main point of our research was to try and find out who the light beer customer was and why they drank the beer that they drank.

THE PROBLEM:

YOUR REWRITE:

2. Students must suffer through the exposure to the cold and the weather.

THE PROBLEM:

YOUR REWRITE:

3. With the program, “I Can Learn,” classroom teachers are enabled more than ever to help their students on an individual basis.

THE PROBLEM:

YOUR REWRITE:

4. High turn-over of skilled employees continued to be major problems for employers last year. Moreover, it has become very expensive to use monetary-related methods to retain employees.

THE PROBLEM:

YOUR REWRITE:

5. A volunteer basis is most effective, for only those fit to be mentors will volunteer.

THE PROBLEM:
YOUR REWRITE:

6. At our company, we pride ourselves on the friendly nature between client and consultant.

THE PROBLEM:
YOUR REWRITE:

7. We believe that an employee is better equipped to do the job if he does not have to worry about the basics of taking care of himself and his family.

THE PROBLEM:
YOUR REWRITE:

8. We will analyze the retention rate of workers, comparing to previous years and trends,

As well as look over the effectiveness of workers.

THE PROBLEM:
YOUR REWRITE:

9. Many people have extreme difficulty with the transition between college and corporate life.

THE PROBLEM:
YOUR REWRITE:

10. Each investment strategy involves time and knowledge in the field of investing.

THE PROBLEM:

YOUR REWRITE:

11. XYZ Consulting also believes that insurance companies would be another strong source of distribution of this information.

THE PROBLEM:

YOUR REWRITE:

12. Targeted activities were selected to aim at changing nutritional health behaviors.

THE PROBLEM:

YOUR REWRITE:

**CRITERIA
FOR GRADING**

The problem sets will be graded 0, 1, or 2 with the grade primarily reflecting the amount of effort that was put into them.