

Construct Effective Sentences

RESEARCH ACTION GROUP (RAG)-AMMA ERF

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Recap

In the previous module, we looked at choosing the right words to write

Recap

Words are the smallest unit
of a manuscript

This Module

Let us look at using words to
construct effective sentences

Learning Objective

Understand
importance of
effective sentences

Construct Effective
Sentences

Sentences

Effective Writing is Concise
and Precise

Sentences

Every Sentence should have
just the number of words it
needs to convey an idea

Sentences

Using more words than
necessary distracts

Sentences

Every sentence has a spine

Sentences

The Subject and
the Verb are the
spine of a sentence

The sentence
becomes weak
when the spine is
weak

Sentences

Choice of
Subject and Verb
is important

Position of
Subject and Verb
are important

Sentences

Verbs express the
central message
of a sentence

Choose strong
verbs

Sentences

Verbs in active voice are usually strong (Think, Treat, Manage etc.)

Verbs of being (am, was, been, were, be, is) are weak verbs

Sentences-Which is better?

The reason we understood that drinking water during meals is not good was our experience during the research

Our research taught us that drinking water during meals is undesirable.

Sentences

Appropriate use of active
and passive voice

Sentences

Active Voice

Grammatical
subject
performs action

Sentences

The Physician treated the
patient

Words

Passive Voice

The subject is
acted upon by
someone or
something

Sentences

The treatment of the patient
was done by the physician

Words

Use active voice
wherever possible

Use passive voice
when you want to
focus attention on
the action

Sentences

Long Sentences
lose readers

Use short
sentences to
emphasize content

Sentences

A sentence need not have
more than 30 words

Sentences

Position the
subject and verbs
appropriately

Place the verbs
near the subject
for a clear meaning

Sentences

Use participles
carefully

Participles are
verb forms ending
in –ing or -ed

Sentences

Phrases and
Idioms add color
to a sentence

Use them carefully
without losing the
central message

Summary

Sentences are
made of words

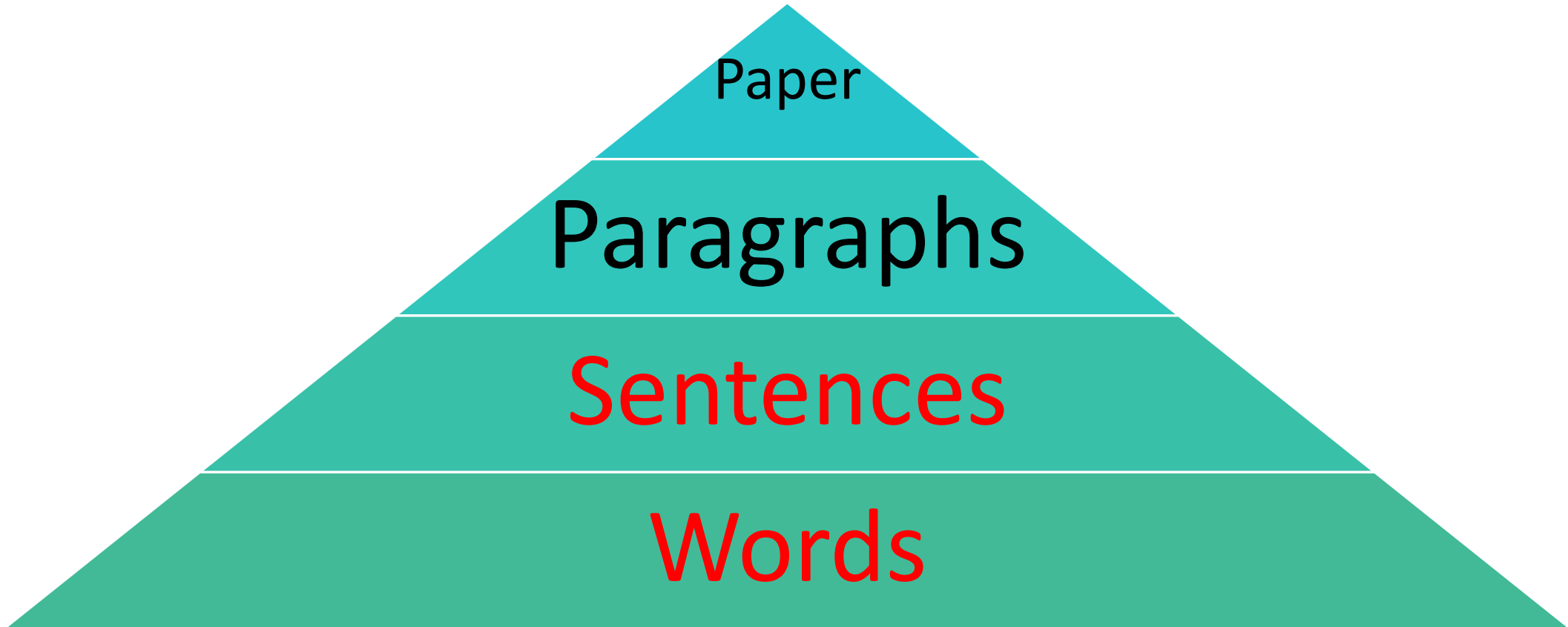
Well chosen and
well placed words
make a strong
sentence

Summary

A sentence with a
weak spine
confuses the
reader

A well constructed
sentence is
important to
convey a message

Summary



Exercise

Choose a paragraph
from a Journal article
you have read

Rewrite the
sentences to improve
communication of
their meaning



THANK
YOU