

# TRANSFORMATION OF SENTENCE

## COMPLEX TO SIMPLE TRANSFORMATION PRACTICE QUESTIONS

**Q1.** When the compliance officer reviewed the internal audit findings carefully, she forwarded the corrective action plan to senior management.

- (a) Because the compliance officer reviewed the internal audit findings carefully, she forwarded the corrective action plan to senior management.
- (b) The compliance officer reviewed the internal audit findings carefully and she forwarded the corrective action plan to senior management.
- (c) Reviewing the internal audit findings carefully, the compliance officer forwarded the corrective action plan to senior management.
- (d) Having reviewed the internal audit findings carefully, the compliance officer was forwarding the corrective action plan to senior management.

**Q2.** Since the technical staff were unfamiliar with the upgraded automation interface, they organized detailed orientation sessions before deployment.

- (a) The technical staff were unfamiliar with the upgraded automation interface so they organized detailed orientation sessions before deployment.
- (b) Because the technical staff are unfamiliar with the upgraded automation interface, they organized detailed orientation sessions before deployment.
- (c) Having unfamiliar with the upgraded automation interface, the technical staff organized detailed orientation sessions before deployment.
- (d) Being unfamiliar with the upgraded automation interface, the technical staff organized detailed orientation sessions before deployment.

**Q3.** The documentation requirements were so extensive that the legal team could not finalize the agreement within the stipulated timeframe.

- (a) The documentation requirements were too extensive for the legal team to finalize the agreement within the stipulated timeframe.
- (b) The documentation requirements were extensive and the legal team could not finalize the agreement within the stipulated timeframe.
- (c) The documentation requirements were too extensive so the legal team could not finalize the agreement within the stipulated timeframe.
- (d) Because the documentation requirements were extensive, the legal team could not finalize the

agreement within the stipulated timeframe.

**Q4.** The organization implemented multi-layer encryption mechanisms so that confidential customer data could remain protected during transmission.

- (a) The organization had implemented multi-layer encryption mechanisms protecting confidential customer data during transmission.
- (b) Because the organization implemented multi-layer encryption mechanisms, confidential customer data remained protected during transmission.
- (c) The organization implemented multi-layer encryption mechanisms and confidential customer data remained protected during transmission.
- (d) The organization implemented multi-layer encryption mechanisms to protect confidential customer data during transmission.

**Q5.** Although they encountered persistent equipment failures, the scientists completed the environmental impact assessment.

- (a) Encountering persistent equipment failures, the scientists completed the environmental impact assessment.
- (b) In spite of encountering persistent equipment failures, the scientists completed the environmental impact assessment.
- (c) The scientists encountered persistent equipment failures and they completed the environmental impact assessment.
- (d) Because the scientists encountered persistent equipment failures, they completed the environmental impact assessment.

**Q6.** Since the data server was temporarily offline due to scheduled maintenance, remote monitoring operations were halted.

- (a) Because the data server was temporarily offline due to scheduled maintenance, remote monitoring operations were halted.
- (b) The data server had been temporarily offline due to scheduled maintenance, remote monitoring operations were halted.

## AMAN SIR ENGLISH

(c) The data server was temporarily offline due to scheduled maintenance and remote monitoring operations were halted.

(d) Because of the temporary offline status of the data server due to scheduled maintenance, remote monitoring operations were halted.

**Q7.** The surveillance officer noticed a vehicle that was moving suspiciously near the restricted perimeter.

(a) The surveillance officer noticed a vehicle moving suspiciously near the restricted perimeter.

(b) The surveillance officer noticed a vehicle and it was moving suspiciously near the restricted perimeter.

(c) The surveillance officer had noticed a vehicle moving suspiciously near the restricted perimeter.

(d) Because the vehicle was moving suspiciously near the restricted perimeter, the surveillance officer noticed it.

**Q8.** If the technicians do not calibrate the monitoring equipment regularly, significant measurement inaccuracies may arise.

(a) The technicians do not calibrate the monitoring equipment regularly and significant measurement inaccuracies may arise.

(b) Without calibrated the monitoring equipment regularly, significant measurement inaccuracies may arise.

(c) Without calibrating the monitoring equipment regularly, significant measurement inaccuracies may arise.

(d) Because the technicians do not calibrate the monitoring equipment regularly, significant measurement inaccuracies may arise.

**Q9.** The control panel malfunctioned when engineers were performing advanced diagnostic adjustments.

(a) The engineers were performing advanced diagnostic adjustments and the control panel malfunctioned.

(b) Because engineers were performing advanced diagnostic adjustments, the control panel malfunctioned.

(c) The control panel malfunctioned at the time of performing advanced diagnostic adjustments.

(d) The control panel had malfunctioned at the time of performing advanced diagnostic adjustments.

**Q10.** The board approved a policy that was economically feasible and environmentally sustainable.

(a) Because the policy was economically feasible and environmentally sustainable, the board approved it.

(b) The board approved a policy and it was economically feasible and environmentally sustainable.

(c) The board had approved an economically feasible and environmentally sustainable policy.

(d) The board approved an economically feasible and environmentally sustainable policy.

### ANSWER KEY

|    |     |    |     |    |     |    |     |     |     |
|----|-----|----|-----|----|-----|----|-----|-----|-----|
| 1. | (c) | 2. | (d) | 3. | (a) | 4. | (d) | 5.  | (b) |
| 6. | (d) | 7. | (a) | 8. | (c) | 9. | (c) | 10. | (d) |

### SIMPLE TO COMPOUND TRANSFORMATION

#### Rule 1:

If the simple sentence is stating that a person is doing two things one after another, the compound sentence will mention the first thing before the second thing and join them with a conjunction-“and” and the tense will be same as of doing the second thing.

#### E.g.

**Simple:** Coming home, she had lunch.

**Compound:** She came home and she had lunch.

#### Rule 2:

If the simple sentence has “besides being,” the compound sentence will use “not only.... but also.”

**Simple:** Besides being a brilliant student, she is a good singer.

**Compound:** Not only is she is a brilliant student but also she is a good singer.

#### Rule 3:

If the simple sentence has “in spite of,” the compound sentence will use the conjunction “but” joining the two different clauses.

## AMAN SIR ENGLISH

**Simple:** In spite of his illness, he sat for the exam.

**Compound:** He was ill, but he sat for the exam.

### Rule 4:

If the simple sentence tells that a person must do something to achieve a certain thing, the compound sentence will follow this structure, "person must do.... or the person will not...."

**Simple:** You must study hard to get good marks in the exam.

**Compound:** You must study hard or you will not get good marks in the exam.

### Rule 5:

If the simple sentence dictates that a person must do something to escape/avoid a certain thing, the compound sentence will follow one of the following structures:

" person must do.... or the person will + verb's simple form....."

" person must do.....or the person will be + verb's past participle form."

**Simple:** The culprit must run away to avoid his arrest.

**Compound:** The culprit must run away or he will be arrested.

### Rule 6:

If the simple sentence has "to+vb" having the result/outcome before it and the cause/reason after it, the compound sentence will have the conjunction "and/so" all other things being the same.

**Simple:** She studied hard to get good marks.

**Compound:** She studied hard and/so she got good marks.

### Rule 7:

If the simple sentence states any cause of a person's doing something, the compound sentence will first state the cause, then join the result or outcome with a conjunction "so"

**Simple:** Being very happy, he started to dance.

**Compound:** He was very happy, so he started to dance.

### Rule 8:

If the simple sentence has "for" having the result before it and cause after it, the compound sentence will contain the conjunction "so"/"and therefore" having the cause before it and the result after it.

**Simple:** The boss praised him for his hard work.

**Compound:** He worked hard, so the boss praised him.

**Compound:** He worked hard, and therefore, the boss praised him.

## SIMPLE ↔ COMPOUND PRACTICE QUESTIONS

**Q1.** Arriving at the research centre early, the interns organized the laboratory equipment.

- (a) The interns arrived early at the research centre, but they organized laboratory equipment.
- (b) The interns arrived early at the research centre because they organized laboratory equipment.
- (c) The interns arrived early at the research centre, and they organized laboratory equipment.
- (d) The interns arrived early at the research centre although they organized laboratory equipment.

**Q2.** Completing the strategic review, the board members approved the policy revisions unanimously.

- (a) The board completed the strategic review and it approved the policy revisions unanimously.
- (b) The board completed the strategic review since they approved the policy revisions unanimously.
- (c) The board completed the strategic review but it approved the policy revisions unanimously.
- (d) The board completed the strategic review

although they approved the policy revisions unanimously.

**Q3.** The engineer finalized the design and he submitted the technical proposal.

- (a) The engineer finalized the design because he submitted the technical proposal.
- (b) Finalizing the design, the engineer submitted the technical proposal.
- (c) The engineer finalized the design to submit the technical proposal.
- (d) The engineer finalized the design but he submitted the technical proposal.

**Q4.** Besides being analytical, the consultant demonstrates exceptional interpersonal communication.

- (a) The consultant is analytical but he demonstrates exceptional interpersonal communication.
- (b) The consultant is analytical or demonstrates exceptional interpersonal communication.

## AMAN SIR ENGLISH

(c) Not only is the consultant analytical but also he demonstrates exceptional interpersonal communication.

(d) The consultant is analytical because he demonstrates exceptional interpersonal communication.

**Q5.** Besides being environmentally conscious, the organization invests in community development.

(a) The organization is environmentally conscious since it invests in community development.

(b) Not only is the organization environmentally conscious but also it invests in community development.

(c) The organization is environmentally conscious yet it invests in community development.

(d) The organization is environmentally conscious although it invests in community development.

**Q6.** Not only is the professor an inspiring lecturer but also he is a dedicated mentor.

(a) Being an inspiring lecturer, the professor is a dedicated mentor.

(b) The professor is an inspiring lecturer but a dedicated mentor.

(c) Besides being an inspiring lecturer, the professor is a dedicated mentor.

(d) The professor is an inspiring lecturer so he is a dedicated mentor.

**Q7.** In spite of encountering setbacks, the team delivered the software ahead of schedule.

(a) The team encountered setbacks, but it delivered software ahead of schedule.

(b) The team encountered setbacks because it delivered software ahead of schedule.

(c) The team encountered setbacks although it delivered software ahead of schedule.

(d) The team encountered setbacks, so it delivered software ahead of schedule.

**Q8.** Despite facing opposition, the committee implemented reforms.

(a) The committee faced opposition, but it implemented reforms.

(b) The committee faced opposition because it implemented reforms.

(c) The committee faced opposition although it implemented reforms.

(d) The committee faced opposition, so it implemented reforms.

**Q9.** The expedition team was exhausted but it continued the ascent.

(a) Being exhausted, the team continued the ascent.

(b) Because the team was exhausted, it continued the ascent.

(c) In spite of being exhausted, the team continued the ascent.

(d) The team was exhausted although it continued the ascent.

**Q10.** You must adhere to the project timeline to ensure timely completion.

(a) You must adhere to the project timeline because you ensure timely completion.

(b) You must adhere to the project timeline, or you will not ensure timely completion.

(c) You must adhere to the project timeline although you ensure timely completion.

(d) You must adhere to the project timeline so that you ensure timely completion.

**Q11.** Students must practice regularly to perform confidently in the exam.

(a) Students must practice regularly so that they will perform confidently in the exam.

(b) Students must practice regularly since they will perform confidently in the exam.

(c) Students must practice regularly, or they will not perform confidently in the exam.

(d) Students must practice regularly although they will perform confidently in the exam.

**Q12.** You must verify the data carefully or you will produce inaccurate results.

(a) Verifying the data carefully, you will produce inaccurate results.

(b) If you don't verify the data carefully, you will produce inaccurate results.

(c) You must verify the data carefully to avoid producing inaccurate results.

(d) You must verify the data carefully although you produce inaccurate results.

**Q13.** The witness must reveal the truth to avoid being prosecuted.

(a) The witness must reveal the truth so that he will not be prosecuted.

(b) The witness must reveal the truth, or he will be prosecuted.

(c) The witness must reveal the truth because he will be prosecuted.

## AMAN SIR ENGLISH

(d) The witness must reveal the truth, and he will be prosecuted.

**Q14.** The company must comply with standards to avoid being penalized.

(a) The company must comply with standards, and it will be penalized.

(b) The company must comply with standards, or it will be penalized.

(c) The company must comply with standards since it will be penalized.

(d) The company must comply with standards so that it will not be penalized.

**Q15.** The suspect must cooperate or he will be detained.

(a) Cooperating, the suspect will be detained.

(b) If he cooperates, he will not be detained.

(c) The suspect must cooperate to avoid being detained.

(d) The suspect must cooperate so he will not be detained.

**Q16.** The athlete trained rigorously to achieve peak performance.

(a) The athlete trained rigorously although he achieved performance.

(b) The athlete trained rigorously because he achieved performance.

(c) The athlete trained rigorously and he achieved peak performance.

(d) The athlete trained rigorously since he achieved performance.

**Q17.** The research team collaborated extensively to produce findings.

(a) The research team collaborated extensively then it produced findings.

(b) The research team collaborated extensively and it produced findings.

(c) The research team collaborated extensively although it produced findings.

(d) The research team collaborated extensively because it produced findings.

**Q18.** The entrepreneur invested strategically and he expanded globally.

(a) The entrepreneur invested strategically to expand globally.

(b) The entrepreneur invested strategically although he expanded globally.

(c) Because he invested strategically, he expanded globally.

(d) The entrepreneur invested strategically yet expanded globally.

**Q19.** Being extremely motivated, the candidate pursued his research abroad.

(a) The candidate was extremely motivated, but he pursued his research abroad.

(b) The candidate was extremely motivated, so he pursued his research abroad.

(c) The candidate was extremely motivated to pursue his research abroad.

(d) The candidate was extremely motivated because he pursued his research abroad.

**Q20.** Being financially independent, she made confident investments.

(a) She was financially independent, but she made investments.

(b) She was financially independent when she made investments.

(c) She was financially independent because she made investments.

(d) She was financially independent, so she made investments.

**Q21.** He was committed to innovation so he explored unconventional solutions.

(a) He was committed to innovation although he explored unconventional solutions.

(b) Because he was committed to innovation, he explored unconventional solutions.

(c) He was committed to innovation to explore unconventional solutions.

(d) Being committed to innovation, he explored unconventional solutions.

**Q22.** The organization rewarded the employee for his dedication towards the growth of the organization.

(a) The employee showed dedication towards the growth of the organization because the organization rewarded him.

(b) The employee showed dedication towards the growth of the organization, and the organization rewarded him.

(c) The employee showed dedication towards the growth of the organization, so the organization rewarded him.

(d) The employee showed dedication towards the growth of the organization, but the organization did not reward him.

## AMAN SIR ENGLISH

**Q23.** The committee appreciated the researcher for her contribution to the project.

- (a) The researcher contributed to the project, so the committee appreciated her.
- (b) The researcher contributed to the project, and the committee appreciated her.
- (c) The researcher contributed to the project because the committee appreciated her.
- (d) The researcher contributed to the project yet the committee appreciated her.

**Q24.** The engineer demonstrated precision so the organization entrusted him with projects.

- (a) Because he demonstrated precision, the organization entrusted him with projects.
- (b) The organization entrusted the engineer with projects for his precision.
- (c) He demonstrated precision to entrust him with projects.
- (d) After being entrusted with the project the engineer demonstrated precision.

### ANSWER KEY

|     |     |     |     |     |     |     |     |     |     |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1.  | (c) | 2.  | (a) | 3.  | (b) | 4.  | (c) | 5.  | (b) |
| 6.  | (c) | 7.  | (a) | 8.  | (a) | 9.  | (c) | 10. | (b) |
| 11. | (c) | 12. | (c) | 13. | (b) | 14. | (b) | 15. | (c) |
| 16. | (c) | 17. | (b) | 18. | (a) | 19. | (b) | 20. | (d) |
| 21. | (d) | 22. | (c) | 23. | (a) | 24. | (b) |     |     |