

CORRECTION OF ERRORS

FBISE Instructions:

Part A is based on editing and proofreading both texts and free writing. In this part, the candidates are required to rewrite the given passage after removing SIX (6) errors. (The errors will be specified e.g. sentence structure, subject-verb agreement, noun-pronoun agreement, reference words, connectives/transitional devices, punctuation and spelling).

6 Marks

Editing & Proofreading

- Editing is the process of checking a passage for grammar, punctuation, spelling, sentence structure, and word choice errors and correcting them.
- Proofreading is the final stage of reviewing a passage to ensure it is error-free, clear, and accurate in meaning and language.

Model Question

Q. 5 A) Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

“Every morning, Saleem wakes up early to go to school. He quickly brushes his teeth and packs his bag before she leaves. Always his mother says that it is important for him to do his best in studies, but she also I that education is the key to success. However; he feels that it is difficult at times to concentrate during class because the teacher explain things too fast. He needs to be more focused if he wants to achieve his goals.”

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Basic Rules with Examples

Rule # 1: Subject-Verb Agreement (SVA)

- Singular subjects take singular verbs; plural subjects take plural verbs.
- Words between the subject and verb do not affect agreement.
- Collective nouns are usually singular.

Examples:

- The teacher **explains** the lesson clearly.
- The list of items **is** on the table.
- The team **wins** the match every year.

Rule # 2: Noun–Pronoun Agreement

- Pronouns must match their nouns in **gender** and **number**.
- Every student/teacher pronoun should be singular or plural as appropriate.

Examples:

- Ayesha forgot **her** bag.
- Every student must bring **his or her** notebook.

Rule # 3: Sentence Structure / Word Order

- Use "**I**" when it's the **subject** (doing the action) and "**me**" when it's the **object** (receiving the action).
- When using "**one of**", the verb must be **singular** because "one" is the subject, not the plural noun that follows.
- Adverbs of frequency come **before the main verb**.
- Sentences must not have missing or extra words.
- When using multiple adjectives before a noun, follow the correct order:
- **Opinion → Size → Age → Shape → Color → Origin → Material → Purpose → Noun.**

"Only Silly Ants Sit
Calmly On My Pillow"

Examples:

- Ali and **I** went to school. ✓ The teacher called Ali and **me**. ✓
- One of my favourite students **is** very hardworking. ✓
- He **always** arrives on time.
- She also **believes** education is important.

1. **Only** = Opinion
2. **Silly** = Size
3. **Ants** = Age
4. **Sit** = Shape
5. **Calmly** = Color
6. **On** = Origin
7. **My** = Material
8. **Pillow** = Purpose

	Opinion	Size	Age	Shape	Color	Origin	Material	Purpose	Noun
She bought a	beautiful	small	new	round	red	Italian	wooden	cooking	table
He wore a	nice	large	-	-	black	-	leather	-	jacket
They live in a	charming	little	old	-	-	-	stone	-	cottage

Rule # 4: Connectives / Transitional Devices

- Use connectors according to meaning: *and, but, because, however*.
- Avoid mixing connectors unnecessarily.
- Connectors should help sentence flow.

Examples:

- He worked hard, **but** he failed.
- **Although** he was tired, he continued.
- She wanted to help; **however**, she had no time.

Rule # 5: Punctuation

- Use commas after introductory words.
- Do not use semicolons incorrectly.
- Capitalize the first word of a sentence and proper nouns.

Examples:

- **However**, he did not give up.
- My mother is a **teacher**.
- She loves reading **Shakespeare**, writing, and painting.

Rule # 6: Spelling

- Watch commonly confused words.
- Use correct British spelling (preferred in FBISE).
- Be careful with similar-sounding words.

Examples:

- **receive**, not recieve
- **success**, not sucess
- **colour**, not color
- **beautiful**, not beautifull

Rule # 7: Tense Consistency

- Keep the same tense throughout a paragraph unless there's a clear reason to shift.
- Don't switch between past and present unnecessarily.

Examples:

- He walked to school and then he sees his friend. **X**
- He walked to school and then he saw his friend. **✓**

Rule # 8: Article Usage (a/an/the)

- Use "a" before consonant sounds, "an" before vowel sounds.
- Use "the" for specific nouns already mentioned or known.

Examples:

- She is a doctor. / He ate an apple.
- The doctor helped the patient. (specific doctor)

Rule # 9: Preposition Errors

- Common mistakes: at/in/on (time/place), from/since (time)

Examples:

- ✓ He lives in Islamabad. / She arrived at 5 PM.
 - ✗ He is here since morning. → ✓ He has been here since morning.
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PRACTICE EXERCISES

P1. Rewrite the following paragraph after correcting the errors. There are **SIX** errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"Fatima and me went to the library yesterday. The collection of books are displayed on the shelves. Each student must return his or her book on time, and he should also pay the fine if they are late. Although, Fatima wanted to borrow a novel but the librarian inform her that it was already issued. She felt disappointed, however she decided to come back tommorow."

P2. Rewrite the following paragraph after correcting the errors. There are **SIX** errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"One of my best friends are moving to Karachi next month. Always he talks about how excited he is for this new opportunity. His family and him have been preparing for weeks. Because they need to pack everything carefully. However; his younger sister feels sad, and they will miss her friends at school. The journey will take several hours to compleet."

P3. Rewrite the following paragraph after correcting the errors. There are **SIX** errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"The students in our class works very hard during exams. Usually they studies together in the library. Every boy must bring his notebook, and she should complete all assignments. Because hard work leads to success. Therefore; the teacher always encourage them to practice regularly. With proper dedication, they can achieve excellent results."

P4. Rewrite the following paragraph after correcting the errors. There are **SIX** errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"My brother and me love playing cricket every evening. The team of players practice daily in the park. Each player must bring his equipment, but he should also wear proper shoes because it ensures safety. Although; Ahmed wanted to join the team, he was too young. Sometimes the weather become very hot and makes it difficult to practise."

P5. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"Sara goes to school by bus every day. Often she arrives early to meet his friends. The group of students discuss their lessons before class starts. Each teacher explain the topics clearly, and he gives homework regularly. However, Sara sometimes find it challenging to complete all tasks. She needs to manage her time more effeciently."

P6. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"Hassan and me decided to visit the museum last Sunday. The display of artifacts were very interesting. Every visitor must follow the rules, and she should not touch the exhibits. Because preservation is important. Therefore; the guide tell us about the history of each item. We learned many facinating facts during the tour."

P7. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"One of the most popular subjects are mathematics in our school. Never the students complains about the difficulty level. My friend and me enjoy solving problems together. Each question require careful attention, but he should also check the answer twice. Although; some topics seem confusing at first, practice makes everything easier. The teacher explain concepts with great patiense."

P8. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"The principal of our school believe in discipline and punctuality. Always she reminds the students about the importance of good behavior. Every child must respect his

teachers, and they should complete homework on time. Because education shapes our future. However; some students ignores these rules and faces consequences. It is necessary to follow school regulations."

P9. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"Ayesha and me are preparing for the annual function. The committee of organizers meet every week to plan activities. Each member must contribute his ideas, and she should attend all meetings. Although the work is demanding. Therefore; everyone work hard to make the event successful. We want to create a memmorable experience for all students."

P10. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"My father and me went shopping for new clothes yesterday. The variety of designs were impressive. Every customer must check the price tag carefully, but he should also ensure proper fitting before it purchases anything. However; the shopkeeper were very helpful and showed us many options. We finally bought a beautifull blue shirt."

P11. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"One of my favorite hobbies are reading books. Sometimes I reads novels late at night. My sister and me share books with each other. Every book teach us something valuable, and he should be read carefully. Because reading improves our vocabulary. Therefore; our parents encourages us to read daily. It is truly a wonderfull habit."

P12. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"The doctor advised Ali and me to exercise regularly. Usually he visits the gym three times a week. The benefits of exercise is numerous for our health. Each person must follow his routine consistently, and they should eat nutritious food. Although; many

people finds it hard to stay motivated, regular practice brings excellent results. Ali feels much healthyier now."

P13. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"My teacher and me organized a science exhibition last month. The list of participants were displayed on the notice board. Every student must prepare his project carefully, and she should present it confidently. Because practical work enhances learning. However; some experiments was complex and required extra time. The event was a great sucess."

P14. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"One of the brightest students in our class are Zainab. Always she completes her assignments on time. Her parents and her are very proud of her achievements. Each subject require dedication, but he should also practice past papers regularly. Although; exams can be stressful at times, proper preparation reduce anxiety. Zainab works with great determinasian."

P15. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"Ahmed and me enjoy watching educational documentaries. The range of topics cover science, history, and nature. Every documentary teaches us something new, and she should be watched attentively. Because visual learning is very effective. Therefore; our teachers recommends such programs frequently. We find them extremly informative and engaging."

P16. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"The captain of our cricket team play very well. Never he misses practice sessions. My friends and me admire his dedication greatly. Each player must follow the coach's

instructions, and they should maintain good fitness levels. However; winning requires teamwork and constant effort. Although, individual skills matters too, coordination is the key to achievement."

P17. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"My cousin and me are learning to play the guitar. Rarely she practices in the morning because he prefers evening sessions. The group of musicians meet twice a week for lessons. Every student must bring his instrument, and they should tune it properly. Although; learning music require patience and dedication, it brings immense joy. We hope to perform at the school concert soon."

P18. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"One of the most important values are honesty in life. Sometimes people lies to avoid trouble, but it only creates more problems. My parents and me believe in truthfulness. Each person must be honest in his dealings, and they should never deceive others. Because trust is the foundation of relationships. Therefore; honesty should be practiced consistently in all situations."

P19. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"The librarian and me organized a book fair at school. Frequently she arranges such events to promote reading. The variety of books were arranged on different tables. Every student must handle books carefully, and he should return it on time. However; many students forgets to renew their borrowed books, and late fees apply. Reading habits should be developed from an early age for continuous learning."

P20. Rewrite the following paragraph after correcting the errors. There are SIX errors of sentence structure, subject-verb agreement, noun-pronoun agreement, connectives/transitional devices, punctuation and spelling.

"My neighbor and me volunteer at the community center every weekend. Regularly he helps organize activities for children. The number of volunteers increase every month. Each volunteer must complete his training first, and they should attend orientation sessions. Because teamwork is essential for success. However; the coordinator appreciate everyone's efforts and recognizes their hard work. This experience has been truly rewording for us."

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Correction of Errors: Answer Key

P1 - CORRECTED PARAGRAPH

"Fatima and **I** went to the library yesterday. The collection of books **is** displayed on the shelves. Each student must return his or her book on time, and **he or she** should also pay the fine if **he or she is** late. Although Fatima wanted to borrow a novel, the librarian **informed** her that it was already issued. She felt disappointed, however, she decided to come back **tomorrow.**"

P2 - CORRECTED PARAGRAPH

"One of my best friends **is** moving to Karachi next month. **He always** talks about how excited he is for this new opportunity. His family and **he** have been preparing for weeks. **They** need to pack everything carefully. **However**, his younger sister feels sad, and **she** will miss her friends at school. The journey will take several hours to **complete.**"

P3 - CORRECTED PARAGRAPH

"The students in our class **work** very hard during exams. **They usually study** together in the library. Every boy must bring his notebook, and **he** should complete all assignments. **Hard** work leads to success. **Therefore**, the teacher always **encourages** them to practice regularly. With proper dedication, they can **achieve** excellent results."

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should complete homework on time. **Education** shapes our future. **However**, some students **ignore** these rules and **face** consequences. It is **necessary** to follow school regulations."

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