Name (in Romaji):	→
Student Number:	→
Class Day + Period (examples: Monday 2, Friday 3):	→

Connecting, Transition, and Time Order Words

These connecting words help you to give more information in your writing:

also   besides   in addition   furthermore
both   not only…but also   both…and

These connecting words help you to give an example in your writing:

for example   for instance

These connecting words help you to show a different idea in your writing:

however   in contrast   on the other hand   instead   but

▲▲▲   Use appropriate connecting and transition words in the following sentences.

1. A city provides more opportunities for employment than the countryside. _____,

   life is much more exciting there.

2. It's true that John Brown has more political experience than Bill Bryson. _____,

   Bill Bryson has the support of the general public.

3. Steven Spielberg has directed a number of serious films. *Schindler's List*, _____,

   is one of them.

4. My best friend is the kindest person I know. She is very friendly to the younger members of our

club and helps them when they have trouble. _____, she is a volunteer at the foreign

student center at college. She does many things there; _____, she tutors the

students in Japanese and helps them find part time jobs.

5. I will never go to that restaurant again. _____ is it very expensive,

_____ too crowded. _____, the service

was terrible. _____, the restrooms were dirty.

6. That teacher is known as the most interesting teacher in the school. _____, if you

take that class you will be sure to learn something useful.

7. My sister is a very tidy person. I, _____, tend to be messy.

In some types of writing you may want to include lists to help you explain an order or sequence, such
as when describing a process or showing priority among several points. To do this is fairly easy: you
simply put the word *First, … Second, … Third, … Next, …* or *Finally, …* However, it can often be more
natural to join two actions together using connectors like *Before…, After…, When…,* or *While…,* at the
beginning or in the middle of the sentence.

    After: shows the first event.   Example: *I played soccer after school.*
    Before: shows the second event.   Example: *Before I took lessons, I couldn't play the guitar.*

NOTE: When *after, before, when,* or *while* begin a sentence, use a comma after the event.

▲ ▲ ▲   Practice by completing the following sentences with information about you.

1. After I graduate from this university, _____

_____

2. Before I turn 30 years old, _____

_____

2

3. While I am still a university student, _____

_____

4. When I first met my best friend, _____

_____

▲▲▲   Combine the following pairs of sentences using   *Before…,   After…,   When…,*   or *While….*   Use a different connector each time.

1. Kazuto quit the baseball team his last year of high school. He began to prepare seriously for his university entrance examinations.

_____

_____

2. Mami is studying management at her university. She is going to an English conversation school.

_____

_____

3. Hideki understood the joke. His friends were already laughing.

_____

_____

Here are some connecting words that are very useful when you try to explain a time relationship or the order of how something should be done:

First   *Second*   *Third*   *Afterward*   *Finally*
In conclusion*   *Meanwhile*   *Previously*
Next   *Subsequently**

* mostly used for written English

▲ ▲ ▲   Put the following sentences in the right order to make a paragraph (you do not have to actually write a paragraph).

(A)   Living by myself is hard, but it has been a very good experience for me.

(B)   In conclusion, living alone is not an easy thing to do, but it is a good way to learn how to become a responsible person.

(C)   Finally, I learned that cooking food at home is much cheaper than eating in a restaurant or buying prepared food at a convenience store. When I started buying ingredients at the supermarket and cooking them at home I was able to save a lot of money. That money I can use for my club activities or to buy new clothes.

(D)   Second, I found out that I have to be an organized housekeeper. When I did not wash my clothes for two weeks, I found out I did not have any clean underwear. I had to buy a new pair so I could go to school that day.

(E)   First of all, I discovered that I must be responsible for myself. Since I live alone, I have to make sure I wake up on time to go to school. If I oversleep I'll miss my classes and won't be able to pass them.

Order: 1: ____   2: ____   3: ____   4: ____   5: ____

◇   ◇   ◇   ◇   ◇   ◇   ◇   ◇   ◇   ◇   ◇

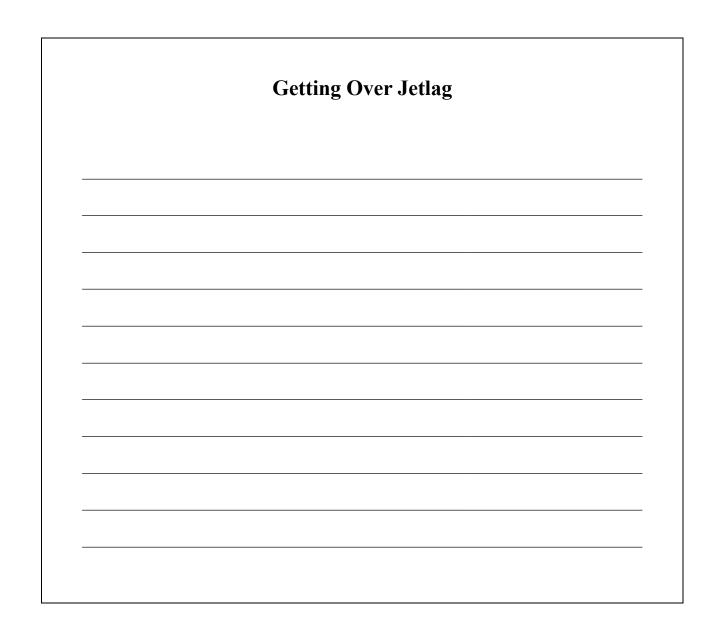For the next few exercises, follow these directions:
   Read the following groups of sentences.
   Each group of sentences below has a topic sentence (sentence 1) followed by several steps.
   First, number the steps in the correct time order.
   Second, write the groups of sentences as paragraphs.   Be sure to use time order transitions to some of the steps in each paragraph.

4

▲ ▲ ▲   Jetlag

1   Frequent flyers recommend these steps to prevent jet lag.

_____   During the flight, do not drink alcohol or coffee.

_____   Eat a high-carbohydrate meal before your flight.

_____   Do not sleep during the day when you arrive.

_____   Go to bed early your first night in the new time zone.

Getting Over Jetlag

_____

_____

_____

_____

_____

_____

_____

_____

_____

▲ ▲ ▲   How to Drive Your Teacher Crazy

1   It is easy to drive your teacher crazy if you follow these simple directions.

_____   Always come to class at least five minutes late.

_____   Yawn and look at your watch as often as possible during the class.

_____   Make a lot of noise when you enter the classroom.

_____   At least five minutes before class ends, slam your books shut and stare at the door.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

▲ ▲ ▲   How to Drive Your Teacher Crazy

▲ ▲ ▲   How to Train Your Dog

1   Training your dog to sit and stay requires these five steps.

_____   Give the command "sit," and push down gently on the dog's back.

_____   Put your dog on the left side, and hold the leash in your right hand.

_____   At the same time you are pushing down, pull up gently on the leash to keep the dog's
          head up.   (Do not add a transition word here.)

_____   Return to the dog's side, and praise it generously.

_____   Remain at a distance for five seconds.

_____   Move one or two steps away from it, and give the command "sit-stay."

You will now be introduced to transitions that show comparison: *Similarly*, …, *In the same way*, …, and *Likewise*, ….   You will also be introduced to transitions to show that the previous sentence was a "concession." Concession means that you admit, or concede, a point that goes against the argument that you are presenting. In your next sentence, which begins with a concession transition, you continue to raise other, hopefully stronger, points that support your argument.

Without transitions it can be very confusing for the reader to understand why you are making points for both sides and to figure out which is your real opinion. Concession transitions include *Nevertheless*, …, *Nonetheless*, …, and *Even so*, ….   These transitions are not difficult to use and they will help you explain somewhat subtler points.

▲ ▲ ▲   Decide if the following pairs of sentences show comparison or concession, and then add an appropriate transition at the beginning of the second sentence. Use a different transition each time.

1.   The applicant showed strong communication skills in her interview. She has little experience in the field.

_____

_____

2.   Sales in the manufacturing sector have been weak this quarter. Agricultural revenues have not been as strong as expected.

_____

_____

3.   Momo Taro is the story of a boy who is joined by three other animal companions on his way to defeat ogres on an island. The Musicians of Bremen is the tale of a donkey that teams up with three other animals and tricks some robbers.

_____

_____

_____

4.   Momo Taro and The Musicians of Bremen are stories with similar elements. There are some
     basic differences.

_____

_____

▲ ▲ ▲   Read the first sentence and the transition at the beginning of the second sentence, then
         complete the second sentence. Use the space provided below to write the sentences.

1.   The national economy has shown signs of improvement in the past few months. Even so,
2.   Many women stop working temporarily when they have children. Nonetheless,
3.   Users continually demand faster computers. In the same way,

_____

_____

_____

_____

_____

_____