



GED-SECTION-2^{Q&As}

Section Two Language Arts - Writing

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QUESTION 1

Yoga

A

(1)

One of today's hottest fads is also one of the world's oldest practices: the ancient art of yoga.

(2)

Yoga is different from other fitness activities because it is not only physical.

(3)

In the correct form, yoga is a practice of unification: an emotional, spiritual, and physical exercise.

B

(4)

A simple sitting pose such as staff pose, for example, requires that you tighten and lengthen stomach, back, and arm muscles as you stretch your legs out in front of you and place your hands by your side.

(5)

More difficult poses, such as brave warrior, require you to balance on one leg and hold a pose that strengthens leg, back, and stomach muscles.

(6)

Though they may seem easy to those who have never practiced, yoga poses require great concentration, and they are surprisingly effective in stretching and strengthening muscles.

C

(7)

While yoga tones and strengthens the body, it also tones and strengthens the mind.

(8)

Many poses can be only held if you are completely focused on the task, and full benefit of the poses are coming only through proper breathing.

(9)

Concentrated, deep breathing during yoga helps you extend more fully into the poses.

(10)

Thereby gaining greater benefit from the stretch.

(11)



And the steady circulation of breath through your body both calms and energizes.

D

(12)

I am still relatively new to the practice of yoga.

(13)

I have been practicing yoga for only one year.

(14)

I am addicted to yoga unlike any other physical activity because it is also a spiritual practice.

(15)

Through yoga, I am able to release tensions that lodge in various parts of my body: the tight shoulders, the cramped legs, the belly that is in knots.

(16)

The physical release is also a spiritual release.

(17)

I feel calm after doing yoga, reconnected to my body, and reconnected to my inner self.

Sentence 6: Though they may seem easy to those who have never practiced, yoga poses require great concentration, and they are surprisingly effective in stretching and strengthening muscles. Which revision should be made to the placement of sentence 6?

- A. Remove sentence 6.
- B. Move sentence 6 to follow sentence 3.
- C. Move sentence 6 to begin paragraph B.
- D. Move sentence 6 to follow sentence 4.
- E. Move sentence 6 to follow sentence 7.

Correct Answer: C

Sentence 6 introduces the idea of how yoga poses stretch and strengthen muscles. It is therefore best placed at the beginning of paragraph B before sentence 4, which provides a specific example of a pose that stretches and strengthens muscles. Removing the sentence (choice a) would remove the transition needed between paragraphs A and B and would make sentence 4, which has the phrase for example, awkward. Choice b is incorrect because sentence 6 introduces the ideas discussed in paragraph B, not paragraph A. Choice d is incorrect because the sentence states the general idea that sentence 4 provides a specific example of; therefore, it must precede sentence 4. Choice e is incorrect because sentence 7 is in paragraph C, which discusses a different idea (the mental aspect of yoga).

QUESTION 2



MEMORANDUM

To: All Jubilee Products Employees

From: Blair Borowski, Facilities Manager

Date: March 1, 2005

Re: New Carpet ****ATTENTION****

A

(1) This Saturday and Sunday, March 5 and 6, under your feet carpet company will be installing new carpets throughout the building.

(2) All office areas being currently carpeted will get new carpeting.

(3) All office areas that are not currently carpeted will also be carpeted.

B

(4) To prepare for the carpet installation, Under Your Feet have requested the following:

1.

(5) Remove ALL nonfurniture items from the carpet or floor in your work area.

2.

(6) ALL items except computers and telephones from the top of your furniture should be removed. (7) If for your office items you need boxes or storage space, please contact me at extension 425.

(8) The new carpet will be dark blue.

C

(9) Your compliance is very important, I will circulate a reminder on Thursday and again on Friday morning.

D

(10) Thank you in advance for your cooperation.

(11) If you have any questions, please don't hesitate to contacting me.

Sentences 7: If for your office items you need boxes or storage space, please contact me at extension 425. Which is the best location for the underlined portion of sentence 7?

A. following If

B. following boxes

C. following space

D. following please

E. following 425



Correct Answer: C

The space in question is for office items, so the prepositional phrase should immediately follow the word space. All other choices are awkward and/or illogical.

QUESTION 3

How to Buy a Gift

A

(1)We by gifts all throughout the year for many different occasions. (2)Including birthdays, weddings, and anniversaries.

(3)A few simple strategies can help you pick a good gift every time.

B

(4)First, decide how much money you will spend on the gift.

(5)This depend upon two things: how much you can afford to spend and how much you want to spend.

(6)You may be able to afford \$100.

(7)You may only want to spend \$25.

(8)A maximum limit should be set so that you do not go over budget.

C

(9)Second, decide what sort of gift you want to give.

(10)Do you want your gift to be something practical, or would you rather give something whimsical.

(11)Do you want a gift that is unique, or would the receiver prefer something ordinary?

(12)Do you need something thats top of the line, or would the receiver appreciate a bargain brand?

(13)Even if you dont know exactly what you want to get, having an idea of the kind of gift you want can help you make the most of your time while you are shopping.

D

(14)Determine where you can purchase the kind of gift you want within your budget.

(15)For example, dont go to an upscale department store if your budget is only \$25.

(16)A little research can help you find the right place for your purchase.

(17)That is making you, your wallet, and your gift recipient happy.

Sentence 5: This depend upon two things: how much you can afford to spend and how much you want to spend. Which correction should be made to sentence 5?

A. Add second to the beginning of the sentence.



- B. Change depend to depends.
- C. Replace can with should.
- D. Change want to wants.
- E. No correction is necessary.

Correct Answer: B

Depend needs to be changed to depends to correct the error in subjectverb agreement; this is singular and needs a singular verb. Choice a is incorrect because the sentence does not offer another reason but rather an explanation of the first reason. Choice c is incorrect because can is the proper helping verb in this context; it is a matter of ability, not expectation. Choice d is incorrect because the change would create another error in subjectverb agreement; you and want both need to be singular. Choice e is incorrect because the subjectverb agreement error needs to be corrected.

QUESTION 4

Refer to the following meeting minutes and answer the question.

Employee Advocate Committee Minutes of Meeting Held:

July 21, 2005 In Attendance:

Dakota Mills, Vice President Rebecca Styles, Committee Chairperson Oliver Perez, Committee Secretary

Brenda Osowski

Michael Wen

Jamal Roberts Absent:

Anthony Wilkins

A

1. Employee Lounge.

(1) Brenda reported an increase in complaints about the employee lounge.

(2) The complaints included:

B

(3) Jamal suggested creating a survey to determine how to best redesign the lounge.

(4) Rebecca suggested putting a suggestion box in the lounge.

(5) The committee agreed that a survey would be more systematic and getting more input from employees.

(6) Michael volunteered to create the survey that he will bring a draft of to the next meeting.

(7) Oliver volunteers to research the cost of a new microwave and refrigerator.

(8) The need for more telephones was another complaint about the lounge that was discussed.



C

2. Employee Appreciation Day.

(9) Rebecca reminded the committee that it was time to plan the annual Employee Appreciation Day, we brainstormed several ideas for Appreciation Day activities, including:

D

(10) Brenda noted that the company could best show its appreciation by moving quickly improving the lounge.

(11) The committee have agreed that the survey should be completed before Employee Appreciation Day.

E

(13) The

committee will reconvene next Thursday July 28 at 10 A.M.

Sentence 9: Rebecca reminded the committee that it was time to plan the annual Employee Appreciation Day, we brainstormed several ideas for Appreciation Day activities, including:

Which correction should be made to sentence 9?

A.

Insert commas after committee and time.

B.

Change the colon after including to a semicolon.

C.

Replace that with which.

D.

Change we to the committee.

E.

No correction is necessary.

Correct Answer: D

The memo refers to the committee in the third person throughout. In sentence 9, the point of view shifts to the first person we. We should be changed to the committee to maintain consistency. Choice a is incorrect because that it was time is not a nonessential phrase that should be set off by commas; it is necessary to the meaning of the sentence. Choice b is incorrect because colons are used to introduce lists. The sentence requires that, not which, since it is not selecting among choices, so choice c is incorrect. Choice e is incorrect because the pronoun shift should be corrected.

QUESTION 5

How to Be an Active Listener



A

- (1) Effective face to face communication depends upon the ability to listen well.
- (2) Many of us hear what others say without really listening to the message they are sending.
- (3) We must listen actively to correctly understand what is being said.

B

- (4) The first step to active listening is to pay attention.
- (5) Don't fidget, doodle, or look off at something else.
- (6) Daydreaming is something that you shouldn't do, or look at your watch, or worry about what you're going to make for dinner.

C

- (7) You should actively respond to what you hear.
- (8) Use nonverbal responses, nod or shake your head, laugh or smile, and make other appropriate gestures. (9) Lean forward and look the speaker in the eye to be shown that you are paying attention.

D

- (10) As you listen, respond verbally as well.
- (11) Offer affirmations such as "yes" "uh-huh" and "I understand."
- (12) Ask questions to get details or examples or to clarify matters.
- (13) Paraphrasing what you hear to be sure you are understanding things correctly.

E

- (14) The third step is that distractions should be avoided.
- (15) If you are going to listen to someone; turn off the television or radio.
- (16) Don't look at your computer screen or pick up the phone.
- (17) Close the door if possible to avoid interruptions or outside distractions, and you will be a more effective listener.

Sentences 15: If you are going to listen to someone; turn off the television or radio. Which correction should be made to sentence 15?

- A. Change the semicolon to a period.
- B. Delete if.
- C. Replace the semicolon with a comma.
- D. Move the semicolon to after going.
- E. No correction is necessary.



Correct Answer: C

Semicolons can be used between two independent clauses but not between an independent and dependent clause. If you are going to listen to someone is a dependent clause and should be followed by a comma. Choice a would create a sentence fragment. Choice b is grammatically correct, but if is necessary for the sentence to be logical (to show the relationship between the two clauses). Choice d is incorrect because there would still be an incomplete thought on one side of the semicolon. Choice e is incorrect because the semicolon must be replaced by a comma.

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