

## GMAT Sentence Correction Cheat Sheet

1. Don't ignore the non-underlined portion of the sentence; it may include key information.
2. Shorter = Better
3. BEING = wrong
4. Non-essential clauses are often used to distract from errors and "pad" sentences. Cross out to make sentences easier to manage.
5. Alternating singular and plural verbs = subject-verb agreement question.  
-S = singular; no -S = plural.
6. Answers with "subject + conjugated verb" OR nouns usually = right; answer with -ING usually = wrong (with the exception of idioms and participles used to join clauses).
7. Pronoun agreement: check for "it/they" splits. *It(s)* = singular, paired with singular referents. *They/their* = plural, paired with plural referents.
8. *This* and *that* should be followed by nouns.
9. Collective nouns (*jury, agency, company*) = singular
10. All items in a list must be parallel: noun, noun, noun; verb, verb, verb; gerund, gerund, gerund. If items are long, focus on the beginning of each item. Also: remember that constructions on either side of a conjunction or word pair must be parallel.
11. *Which* often = wrong answer. This word must refer back to the noun that immediately precedes it (referent/antecedent). The referent cannot just be implied but must actually appear in the sentence.
12. *Which* = comma, *that* = no comma.
13. *Where* = places, not times, books, works of art, etc.
14. *Whose* = both people and things. *Who* = people only, *which* = things only.
15. *Due to* usually = wrong
15. Keep comparisons equivalent: people = people, things = things.
16. *Such as* = introduce examples; *(un)like* = introduce comparison.

17. Participial phrase (e.g. *having gone, written by*) at the start of a sentence usually = dangling modifier

18. Make sure modifiers (adjectives, adverbs, prepositional phrases) are placed next to the words they are intended to modify.

19. Top word pairs: *not (only)...but (also), both...and, between...and, so/such...that, from...to, (n)either...(n)or, just as...so.*

20. *Amount, much, less* = singular nouns; *number, many, fewer* = plural nouns.