



# GED-SECTION-2<sup>Q&As</sup>

Section Two Language Arts - Writing

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## QUESTION 1

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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## QUESTION 2

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 8: A maximum limit should be set so that you do not go over budget. Which is the best way to write sentence 8?

- A. A maximum limit should be set so that you do not go over budget.
- B. Set a maximum limit so that you do not go over budget.
- C. Having a maximum limit should be so that you do not go over budget.
- D. With setting a maximum limit, budgets should not be gone over.
- E. Do not go over budget without a maximum limit.

Correct Answer: B

This is the most concise and active sentence, and it is written in the style of the rest of the passage. Choice a is incorrect because it uses the passive voice in the first part of the sentence. Choice c is incorrect because it is wordy and awkward. Choice d is incorrect because it uses the passive voice in the second part of the sentence. Choice e is illogical.

---

### QUESTION 3

#### 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.

A.

Your compliance is very important, I will

B.

Since your compliance is very important. I will

C.

Being that your compliance is very important, I will therefore

D.

Your compliance, being very important, I will

E.

Your compliance is very important. I will

Sentences 9: Your compliance is very important, I will circulate a reminder on Thursday and again on Friday morning. Which is the best way to write the underlined portion of sentence 9?

Correct Answer: E

Sentence 9 (choice a) is incorrect because it is a run-on, and a period (choice e) corrects the run-on. Choice b also inserts a period after important, but it is incorrect because adding since makes the first sentence a fragment. Choice c uses the awkward and grammatically incorrect phrase being that instead of since or because. Choice d incorrectly uses being instead of is and uses a superfluous comma after compliance.

---

#### QUESTION 4

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, requiring that you to 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.

(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.

C

Sentences 12 and 13: Sentences 12 and 13: I am still relatively new to the practice of yoga. I have been practicing yoga for only one year. Which is the most effective combination of sentences 12 and 13?

- A. I am still relatively new to yoga, the practice of which I have been doing for only one year.
- B. I am still relatively new to the practice of yoga, of which I have only been practicing for one year.
- C. I am still relatively new to yoga, which I have been practicing for only one year.
- D. I have only been practicing yoga for one year, which means I am still relatively new to the practice.
- E. Because I am still relatively new to yoga, I have only been practicing for one year.

Correct Answer: C

This is the most concise and correct choice. Choice a contains an awkward and wordy phrase, the practice of which I have been doing. Choice b is also awkward and wordy, repeating practice and using an unnecessary of before which. Choice d is grammatically correct but reverses the order of ideas, and is also wordy with the repetition of practice. Choice e is incorrect because it is a run-on sentence; because makes the first clause dependent.

---

## QUESTION 5

The Gateway Arch

A

(1)The skyline of St. Louis, Missouri, is fairly unremarkable, with one huge exception: the Gateway Arch that stands on the banks of the Mississippi.

(2)Part of the Jefferson National Expansion Memorial, the Arch is a remarkable monument builded to honor St. Louiss role as the gateway to the West.

B

(3)Construction on the 630-foot-high structure began in 1961.

(4)The construction was completed four years later in 1965.



(5)The monument includes an underground visitor center that explores westward expansion threew galleries and a theater.

(6)Two passenger trams take visitors to the Observation Room and the Museum of Westward Expansion at the top.

C

(7)In 1947, a group of interested citizens held a nationwide competition to select a design for a new monument that will celebrate the growth of the United States.

(8)Other U.S. monuments are spires, statues, or imposing buildings.

(9)The winner of this contest was a plan for a completely unique structure.

(10)The man who submitted the winning design Eero Saarinen later became a famous architect.

(11)In designing the Arch, Saarinen wanted to "create a monument which would have lasting significance and would be a landmark of our time."

D

(12)The Gateway Arch is a masterpiece of engineering.

(13)A monument even taller than the Great Pyramid in Egypt, and in its own way, at least as majestic.

(14)The Gateway is an inverted catenary curve, the same shape that a heavy chain will form if suspended between two points.

(15)Covered with a sleek skin of stainless steel, dazzling bursts of sunlight are often reflected by the Arch.

(16)In a beautiful display of symmetry, the height of the arch is the same as the distance between the legs at ground level.

Sentences 15: Covered with a sleek skin of stainless steel, dazzling bursts of sunlight are often reflected by the Arch. Which is the best way to write the underlined portion of sentence 15?

A. dazzling bursts of sunlight are often reflected by the Arch.

B. bursts of sunlight that dazzle are often reflected by the Arch.

C. dazzling, bursting sunlight, reflected by the Arch, is often seen.

D. often reflected by the Arch are dazzling bursts of sunlight.

E. the Arch often reflects dazzling bursts of sunlight.

Correct Answer: E

This choice uses the active voice and has the correct subject: The Arch reflects the sunlight, not the bursts of sunlight (choices a, c, and e). Choices b and c use the passive voice, and b also uses a phrase (that dazzle) rather than an adjective (dazzling) to modify bursts.

---

## QUESTION 6

How to Buy a Gift





A

(1) We buy 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 depends 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 that's top of the line, or would the receiver appreciate a bargain brand?

(13) Even if you don't 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, don't 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.

A.

You may be able to afford \$100, you may only want to spend \$25.

B.

Since you may be able to afford \$100, you may only want to spend \$25.

C.

In the case that you may be able to afford \$100, you may only want to spend \$25.

D.



You may be able to afford \$100 while only wanting to spend \$25.

E.

You may be able to afford \$100 but only want to spend \$25.

Sentence 6 and 7: You may be able to afford \$100. You may only want to spend \$25. Which is the most effective combination of sentences 6 and 7?

Correct Answer: E

This is the most concise and effective combination of sentences. Choice a creates a run-on sentence. The use of since in choice b makes the sentence illogical. Choice c is unnecessarily wordy. Choice d lacks the parallel structure of choice e and is awkward with the shift to wanting instead of want.

---

## QUESTION 7

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.

(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.

C

Sentences 9 and 10: Concentrated, deep breathing during yoga helps you extend more fully into the poses. Thereby gaining greater benefit from the stretch. Which correction should be made to the underlined portion of sentences 9 and 10?

A. Change the period to a comma.

B. Change the period to a semicolon.

C. Change the period to a comma and add so.

D. Delete the period.

E. No correction is necessary



Correct Answer: A

Sentence 10 is an incomplete thought (sentence fragment) and must be connected to sentence 9. A semicolon can only be placed between two independent clauses (complete thoughts), so choice b is incorrect. Choice c is incorrect because so and thereby together create an awkward transition between sentences, and so does not convey the correct relationship between sentences. Choice d is incorrect because sentence 10 is "unnecessary" information and should be set off by commas. Choice e is incorrect because the sentence fragment must be corrected.

---

### QUESTION 8

How to Buy a Gift

A

(1)We buy 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.



- A.  
of your time while you are shopping
- B.  
of your shopping time
- C.  
of your time that is spent shopping
- D.  
while you are spending your time shopping
- E.  
of shopping at the time

Sentence 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. Which is the most effective way to write the underlined portion of sentence 13?

Correct Answer: B

This is the most concise and clear version. Choices a, c, and d are incorrect because they are unnecessarily wordy. Choices d and e are also awkward, and e is illogical.

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### QUESTION 9

Yoga

A

(1)

One of todays hottest fads is also one of the worlds 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, requiring that you to 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.

(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 4: A simple sitting pose such as staff pose, for example, requiring 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.

C

Which is the best way to write the underlined portion of sentence 4?

A. requiring that you tighten

B. requires you to tighten

C. it requires you to tighten

D. requires tightening

E. in which you are required to tighten

Correct Answer: B

Pose is the subject, so the verb must be requires to agree. Choice a is incorrect because it uses the present participle form of the verb. Choice c is incorrect because it adds a second subject, it. Choice d has the correct form of the verb, but it disrupts the parallel structure of the sentence; lengthen would also have to be changed to lengthening. Choice e is incorrect because it creates a sentence fragment. Choice e is a prepositional phrase, and this change would take away the main verb of the sentence.

---

#### QUESTION 10

The Gateway Arch

A

(1)The skyline of St. Louis, Missouri, is fairly unremarkable, with one huge exception: the Gateway Arch that stands on the banks of the Mississippi.

(2)Part of the Jefferson National Expansion Memorial, the Arch is a remarkable monument builded to honor St. Louiss role as the gateway to the West.

B

(3)Construction on the 630-foot-high structure began in 1961.

(4)The construction was completed four years later in 1965.

(5)The monument includes an underground visitor center that explores westward expansion threw galleries and a theater.

(6)Two passenger trams take visitors to the Observation Room and the Museum of Westward Expansion at the top.

C

(7)In 1947, a group of interested citizens held a nationwide competition to select a design for a new monument that will celebrate the growth of the United States.

(8)Other U.S. monuments are spires, statues, or imposing buildings.

(9)The winner of this contest was a plan for a completely unique structure.



(10)The man who submitted the winning design Eero Saarinen later became a famous architect.

(11)In designing the Arch, Saarinen wanted to "create a monument which would have lasting significance and would be a landmark of our time."

D

(12)The Gateway Arch is a masterpiece of engineering.

(13)A monument even taller than the Great Pyramid in Egypt, and in its own way, at least as majestic.

(14)The Gateway is an inverted catenary curve, the same shape that a heavy chain will form if suspended between two points.

(15)Covered with a sleek skin of stainless steel, dazzling bursts of sunlight are often reflected by the Arch.

(16)In a beautiful display of symmetry, the height of the arch is the same as the distance between the legs at ground level.

Sentence 10: The man who submitted the winning design Eero Saarinen later became a famous architect. Which correction should be made to sentence 10?

A. Change who to that.

B. Insert a comma after later.

C. Replace became with would have become.

D. Insert a comma after design and Saarinen.

E. No correction is necessary.

Correct Answer: D

The designers name is nonessential information that should be set off by commas. Choice a is incorrect because who should be used when referring to people, not that. Choice b is an unnecessary comma. Choice c is incorrect because the helping verbs would have change the meaning and suggest that Saarinen didnt become a famous architect. Choice e is incorrect because the commas are necessary.

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