

## Words - Transitions

The Words - Transitions analysis identifies words, phrases, and adverbial clauses that serve as transitional devices to encourage the writer to provide even more links for the reader.

## Writer's Work Bench

### Attention

Use the buttons in the WWB Toolbar at the right of the screen.

Type your name in the brackets.

[ ]

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### READ

1. Read the information in the box in the **READ** column.

1.

**Transitions**  
are elements (words, phrase, clauses)  
that help the reader understand  
the relationships between ideas.

Transitions help the reader move down the same path that the writer's mind traveled when he or she was developing and organizing the subject, topics, generalizations, and specifics in the composition.

**Examples of Transitional Words**  
Furthermore However Moreover Therefore

**Examples of the First Words  
in Transitional Phrases**  
By From In On To With

**Examples of the First Words  
in Transitional Clauses**  
As Although Because If When Since

### RESPOND

2. Then, respond as directed in the **RESPOND** column.

1.

Read the following paragraph that has **no transitional words, phrases, or clauses.**

The snow had begun in the evening. It had piled up to a depth of ten inches. Forty-mile- an-hour winds created blizzard conditions. The highway patrol cautioned motorists not to travel on interstate highways; some motorists ignored the warnings.

**Directions:** Insert one of the words from the Examples in the READ (left) column in each of the following brackets [ ]. Use any of the words only once. **Observe how these words and the phrases and clauses that they introduce link the ideas.**

The snow had begun in the evening.  
[ ], [ ] morning, it had piled up to a  
depth of ten inches. [ ] addition to the  
snow, 40-mile-an-hour winds created blizzard  
conditions. [ ] of these conditions,  
the highway patrol cautioned motorists not to  
travel on interstate highways; [ ],  
some motorists ignored the warnings.

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Possible response to Item 1-

The snow had begun in the evening. [Furthermore], [by] morning, it had piled up to a depth of ten inches. [In] addition to the snow, 40-mile-an-hour winds created blizzard conditions. [Because] of these conditions, the highway patrol cautioned motorists not to travel on interstate highways; [however], some motorists ignored the warnings.

2. Often, sentences can be combined to create transitional elements that will make links or connections for the reader.

### Example

#### Original

I was working on my computer. The phone rang. I heard what the caller was saying. I could not believe that I had won the sweepstakes.

#### Revision

While I was working on my computer, the phone rang. Even though I heard what the caller was saying, I could not believe that I had won the sweepstakes.

## 2. Directions

Type your revision of the following paragraph in the [ ] at the end of the paragraph.

Use the following words to combine the sentences in the paragraph: **after, because, when.**

You may change whatever is necessary to combine the sentences without changing the original meaning.

There were six months of laboratory research, lab explosions, and severe mutation of little white mice. A successful test of Tabby Cat Hormone (T.C.H.) brought about a metamorphosis of a white mouse into a physically normal cat. The T.C.H. caused a failure in the mental aspects of the new "cat." It became confused from the conflicting desires to congregate with fellow mice and to eat those same mice. These conflicting desires resulted in the segregation of the "cat" from mice. The segregation resulted in an extremely depressed and confused "cat."

[ ]

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3. Compare your revisions to those in the following paragraph.

After six months of laboratory research, lab explosions, and severe mutation of little white mice, a successful test of Tabby Cat Hormone (T.C.H.) brought about a metamorphosis of a white mouse into a physically normal cat. Because the T.C.H. caused a failure in the mental aspects of the new "cat," it became confused with the conflicting desires to congregate with fellow mice and to eat those same mice. When these conflicting desires resulted in the segregation of the "cat" from mice, the segregation resulted in an extremely depressed and confused "cat."

3. Did you make revisions like those in the paragraph in the Read (left) column,  
 Yes  No

or did you make others that you feel are just as effective?  
 Yes  No

Did you punctuate (,) your revised paragraph as shown in the suggested revision in the Read column?  
 Yes  No

You need to know how to punctuate transitional elements. Go to Item 4 to learn the rules.

Click <Next Page> button.

#### 4. PUNCTUATION

##### Words

Words, such as *therefore*, are transitional words and should usually be set off by commas wherever they appear in a sentence.

##### Examples

Therefore, you will need five more dollars.  
You will, therefore, need five more dollars.  
This book costs ten dollars; therefore, you will need five more dollars.

##### Phrases and Clauses

Whenever a sentence includes words like *on* or *as*, you should identify all of the words that are a part of the phrase or the clause.

Then, you need to consider the placement of the phrase or the clause. If it appears before the subject of the sentence or as an internal element that interrupts the flow of the sentence, the phrase or clause should be set off by a comma or commas.

##### Examples

On the other hand, I can do the job.  
I can, on the other hand, do the job.  
I have very little time; on the other hand, I can do the job.

As you spoke, I thought of your dear mother.  
I thought, as you spoke, of your dear mother.  
I enjoyed your speech; as you spoke, I thought of your dear mother.  
I thought of your dear mother as you spoke.

#### 4. Directions

Identify the transitional word, phrase, or clause.

Decide whether or not a comma or commas are needed.

Insert commas where needed.

- a. Even though my employer said that I didn't have to stay to finish the order I decided that I should.
- b. That order of all the orders I had ever filled took the longest time to finish.
- c. Nevertheless I had the satisfaction of knowing that my employer appreciated my effort.
- d. Now she uses me as a model whenever other employees shirk their duties.
- e. Whenever she uses me as a model I am embarrassed; moreover the others resent me.

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If your punctuation in Item 4 does not match the following punctuation, reread the box above this one to be sure that you understand how you are to decide about the needed punctuation.

- a. Even though my employer said that I didn't have to stay to finish the order, I decided that I should.
- b. That order, of all the orders I had ever filled, took the longest time to finish.
- c. Nevertheless, I had the satisfaction of knowing that my employer appreciated my effort.
- d. Now, she uses me as a model whenever other employees shirk their duties.
- e. Whenever she uses me as a model, I am embarrassed; moreover, the others resent me.

**THE END**

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