

The

The definition of _____ (VERB) is as follows: "If something affects someone or something else, it influences them or causes them to change in some way" (Collins Cobuild Dictionary, 1990, p. 24). In other words, _____ is a verb used to indicate an action that has a consequence on someone or something.

Here are some guidelines for using _____ in a sentence. Each guideline will have one or more associated example.

Write _____ (not effect) if you could use another verb, such as _____ or _____, in place of _____, without changing the meaning of the sentence. In the following example, the sentence has the same meaning when affect is replaced by _____.

Sentence 1: The new Freedom of Information and Protection of Privacy legislation will _____ many aspects of our work.

Sentence 2: The new Freedom of Information and Protection of Privacy legislation will _____ many aspects of our work.

In most instances one would expect to use _____ when using the suffixes _____ or _____, or when using a modal like _____ or _____. These forms indicate that a verb form is needed. (Note: there are instances where effect can be used with the suffixes _____ or _____, but these are less commonly encountered.) In the following examples, sentence 1 shows the use of affect with the modal "can" and sentence 2 shows the use of affect with the "-ed" suffix.

Sentence 1: He studies how violence in movies can _____ children's behaviours.

Sentence 2: His remarks deeply _____ me.

In the following paragraph, you will encounter several instances where you will find _____ within a sentence. In each instance where you encounter _____ in the passage, decide whether _____ or _____ is the correct choice for the sentence. The key to the challenge exercise can be found at the end of the handout.

Many factors _____ readability, that is, the ease with which a piece of writing can be read. For example, the distance between the subject of the sentence and the verb can have an _____ on readability, as can sentence and word length. Even the layout of a document

the how easily it can be read. Can you suggest other factors that might influence of readability in a document?

There are rarer uses of affect and effect that you may encounter from time to time. Here are two less common usages, with examples.

as a verb: can be used as a verb meaning to implement or put into place

The new government wanted to rapid changes.

as a noun: can be used as a noun meaning a person's emotional presentation This