

## MySkillsTutor.com User Reference

MySkillsTutor.com is an interactive Internet application, for college students, that reviews basic skills in Reading, Grammar, Math and Science. It is accessible from ANY computer (at school, home or otherwise) with an Internet connection.

Using MySkillsTutor Online:

1. Log on to the Internet; open your Web Browser.
2. Type [www.myskillstutor.com](http://www.myskillstutor.com) into the Address Bar. \*\*\*\*\*
3. Enter your User ID, Password and Site Number, then click "Log In."
4. Once logged in to the site, click on "Take Assignment."
5. Scroll down the index of assignments and choose the lesson or review test that you wish to take.
6. The various lessons can be used to review basic skills for CLAST remediation, and/or to review concepts in Reading, Grammar, Math or Science.
7. Remember to log out of the site when you are finished with the day's lessons! CLAST remediation students should also print out any successful review scores (80% or above).

**MySkillsTutor.com User ID:** (first and last initials, followed by the last SIX digits of your Social Security Number)

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**MySkillsTutor.com Password:**

help\_\_\_\_\_

**MySkillsTutor.com Site Number:**

fccj02\_\_\_\_\_

# Grammar Section

## Language Mechanics

Pretest on Language Mechanics  
 Capitalization and Punctuation in Letters  
 Identifying Errors in Personal Letters  
 Identifying Errors in Business Letters I  
 Identifying Errors in Business Letters II  
 Quiz on Lessons 1-4  
 Thinking Skills Lesson: Decision Making: Who Should be Interviewed?  
 Capitalization and Punctuation in Quotations  
 Identifying Errors in Prose Passages I  
 Identifying Errors in Prose Passages II  
 Using Commas with Clauses and Phrases  
 Identifying Errors in Prose Passages III  
 Identifying Errors in Prose Passages IV  
 Quiz on Lessons 5-10  
 Thinking Skills Lesson: Induction: Sticky Keys and Sticky Rules  
 Posttest on Language Mechanics

## Language Usage

Pretest on Language Usage  
 Nouns - A Review  
 Identifying Errors in Prose Passages I  
 Pronouns - A Review  
 Identifying Errors in Prose Passages II  
 Verbs - Number and Form  
 Identifying Errors in Prose Passages III  
 Quiz on Lessons 1-6  
 Thinking Skills Lesson: Analogies: Teaming to Prepare for a Test  
 Verbs - The Six Tenses  
 Identifying Errors in Prose Passages IV  
 Adjectives and Adverbs - A Review  
 Identifying Errors in Prose Passages V  
 Prepositions - A Review  
 Identifying Errors in Prose Passages VI  
 Quiz on Lessons 7-12  
 Thinking Skills Lesson: Sequencing: Editing a Sports Story  
 Posttest on Language Usage

## Sentence Structure

Pretest on Sentence Structure  
 Complete and Simple Subjects  
 Complete and Simple Predicates  
 Predicate Nominatives

Predicate Adjectives  
Direct Objects  
Quiz on Lessons 1-5  
Thinking Skills Lesson: Problem Solving: Matching Pets with People  
Patterns in Sentences  
Sentence Fragments and Run-On Sentences  
Combining Short Sentences  
Combining Subordinate Ideas  
Quiz on Lessons 6-9  
Thinking Skills Lesson: Problem Solving: Favorite Toys  
Posttest on Sentence Structure

### Clear Writing & Paragraphs

Pretest on Clear Writing and Paragraphs  
Misplaced Modifiers  
Dangling Modifiers  
Unclear Pronoun Reference  
Quiz on Lessons 1-3  
Thinking Skills Lesson: Induction: Editor of the Pardeeville Gazette  
Nonparallel Grammatical Forms  
Wordiness  
Unnecessary Tense Shifts  
Double Negatives  
Quiz on Lessons 4-7  
Thinking Skills Lesson: Classification: Writing and the Constitution  
Identifying the Topic Sentence  
Developing the Topic Sentence  
Irrelevant Sentences  
Connecting Ideas in a Paragraph  
Paragraph Logic and Organization  
Quiz on Lessons 8-12  
Thinking Skills Lesson: Sequencing: Writing a Humorous Story  
Posttest on Clear Writing and Paragraphs

**Capitalization**

Pretest on Capitalization  
 First Word in a Quotation  
 First Word in a Sentence  
 Greetings and Closings in Letters  
 Names and Initials of People and Pets  
 Names of Buildings, Monuments, Ships, etc.  
 Titles of Books, Magazines, Movies, etc.  
 Titles of School Courses  
 Quiz on Lessons 1-7  
 Thinking Skills Lesson: Induction: Helping a Talented Writer Improve  
 Proper Adjectives  
 The Pronoun "I"  
 A Title Preceding a Person's Name  
 A Title Used in Place of a Person's Name  
 Titles That Are Not Capitalized  
 Quiz on Lessons 8-12  
 Thinking Skills Lesson: Classification: Tutoring Groups Within a Class  
 Names of Racial, Ethnic, and Religious Groups  
 Names of Civic, Social, and Fraternal Groups  
 Names of Organizations, Businesses, etc.  
 Names of Geographic and Political Divisions  
 Names of Natural Features  
 Names of Calendar Items  
 Quiz on Lessons 13-18  
 Thinking Skills Lesson: Decision Making: Hiring a Secretary  
 Posttest on Capitalization

**Grammar & Usage**

Pretest on Grammar and Usage  
 Identifying Verbs  
 Identifying Subjects  
 Complete and Incomplete Sentences  
 Difficult Verbs  
 Difficult Nouns  
 Quiz on Lessons 1-5  
 Thinking Skills Lesson: Induction: A Television Writer Improves  
 Verb Agreement with Subject in Number  
 Verb Agreement with Tense of Sentence  
 Irregular Verbs  
 Double Negatives  
 Connective Words  
 Adjectives and Adverbs

Adjectives After State-of-Being and Sense Verbs  
 Comparatives and Superlatives  
 Confusing Adjectives and Adverbs  
 Quiz on Lessons 6-14  
 Thinking Skills Lesson: Classification: Substituting for the Tutor  
 Pronouns as Subjects  
 Pronouns as Objects  
 Possessive Forms of Pronouns  
 Reflexive Forms of Pronouns  
 Pronoun and Antecedent Agreement  
 Quiz on Lessons 15-19  
 Thinking Skills Lesson: Analogies: Completing a Rhyme  
 Posttest on Grammar and Usage

### Punctuation

Pretest on Punctuation  
 Periods After Sentences  
 Periods After Abbreviations  
 Question Marks  
 Exclamation Points  
 Commas to Separate Items in Lists  
 Commas to Separate Quotations  
 Commas to Separate Independent Clauses  
 Commas to Separate Introductory Words  
 Quiz on Lessons 1-8  
 Thinking Skills Lesson: Induction: Editing a Reporter's Story  
 Commas to Separate a City and State  
 Commas in Dates  
 Commas to Enclose Interrupting Phrases  
 Apostrophes in Contractions  
 Apostrophes to Show Possession  
 Quotation Marks to Enclose a Speaker's Words  
 Quotation Marks to Enclose Titles  
 Quiz on Lessons 9-15  
 Thinking Skills Lesson: Induction: The Case of the Missing Keys  
 Commas in Greetings and Closings of Letters  
 Colons After Greetings in Business Letters  
 Semicolons to Connect Independent Clauses  
 Semicolons to Reduce Confusion in Sentences  
 Colons Between Independent Clauses and Series  
 Colons to Separate Hours and Minutes  
 Quiz on Lessons 16-21  
 Thinking Skills Lesson: Deduction: Beat the Computer  
 Posttest on Punctuation

**Spelling**

Pretest on Spelling  
Plurals Formed by Adding S  
Plurals of Nouns Ending in S, X, CH, or SH  
Plurals of Nouns Ending in Consonants and Y  
Plurals of Nouns Ending in Vowels and Y  
Plurals of Nouns Ending in Consonants and O  
Plurals of Nouns Ending in F or FE  
Irregular Plurals  
Suffixes After Two Consonants  
Suffixes After Two Vowels and a Consonant  
Vowel Suffixes After a Vowel and a Consonant  
Consonant Suffixes After Silent E  
Vowel Suffixes After Silent E  
Quiz on Lessons 1-12  
Thinking Skills Lesson: Classification: Helping Carlos with Spelling  
Suffixes After a Consonant and Y  
Suffixes After a Vowel and Y  
Words Ending in CEDE, SEDE, and CEED  
Words Ending in ENT, ENCE, ANT, and ANCE  
Words Ending in ABLE and IBLE  
Quiz on Lessons 13-17  
Thinking Skills Lesson: Induction: Time Capsule  
Using I Before E  
Using E Before I  
Silent Letters  
Same-Sound Consonants  
Same-Sound Vowels  
Quiz on Lessons 18-22  
Thinking Skills Lesson: Abstracting: Teaching a Friend Spelling Rules  
Posttest on Spelling

# Reading Section

## Vocabulary Building

Pretest on Vocabulary Building  
Introduction to Compound Words  
Compound Words II  
Introduction to Greek Word Elements  
Greek Word Elements II  
Greek Word Elements III  
Quiz on Lessons 1-5  
Thinking Skills Lesson: Classification: Helping Jake with Vocabulary  
Identifying the Roots of Words  
Latin Roots Representing Feelings  
Latin Roots Representing Motion  
Identifying Prefixes  
Prefixes Showing Direction and Relationship  
Quiz on Lessons 6-10  
Thinking Skills Lesson: Deduction: Lost in Space  
Prefixes Indicating Number or Quantity  
Additional Prefixes  
Identifying Suffixes  
Suffixes That Form Nouns  
Suffixes That Form Adjectives and Adverbs  
Quiz on Lessons 11-15  
Thinking Skills Lesson: Abstracting: Teaching a Friend Vocabulary  
Posttest on Vocabulary Building

## Word Knowledge

Pretest on Word Knowledge  
Introduction to Words with Multiple Meanings  
Words with Multiple Meanings II  
Introduction to Homonyms  
Homonyms II  
Quiz on Lessons 1-4  
Thinking Skills Lesson: Analogies: Decoding a Message  
Introduction to Synonyms  
Choosing Precise Synonyms  
Synonyms with Similar Emotional Intensity  
Connotative Meanings in Synonyms  
Quiz on Lessons 5-8  
Thinking Skills Lesson: Classification: Choosing the Right Word  
Introduction to Antonyms

Antonyms II  
Introduction to Idioms  
Idioms II  
Idioms III  
Quiz on Lessons 9-13  
Thinking Skills Lesson: Analogies: Decoding a Note for a Child  
Posttest on Word Knowledge

**Reading Comprehension**

Pretest on Reading Comprehension  
Identifying People, Places, and Things  
Identifying Events and Sequences  
Main Ideas  
Causes and Effects  
Character Analysis  
Quiz on Lessons 1-5  
Thinking Skills Lesson: Prediction: Predicting a Person's Future  
Author Bias/Viewpoint  
Techniques of Persuasion  
Similes and Metaphors  
Hyperbole and Personification  
Quiz on Lessons 6-9  
Thinking Skills Lesson: Error Analysis: The J.P. Flowers Case  
Posttest on Reading Comprehension