



# Introduction

## Why Vocabulary Development Counts

You have probably often heard it said, “Building vocabulary is important.” Maybe you’ve politely nodded in agreement and then forgotten the matter. But it would be fair for you to ask, “*Why* is vocabulary development important? Provide some evidence.” Here are four compelling kinds of evidence.

- 1 Common sense tells you what many research studies have shown as well: **vocabulary is a basic part of reading comprehension**. Simply put, if you don’t know enough words, you are going to have trouble understanding what you read. An occasional word may not stop you, but if there are too many words you don’t know, comprehension will suffer. The content of textbooks is often challenge enough; you don’t want to work as well on understanding the words that express that content.
- 2 **Vocabulary is a major part of almost every standardized test**, including reading achievement tests, college entrance exams, and armed forces and vocational placement tests. Test developers know that vocabulary is a key measure of both one’s learning and one’s ability to learn. It is for this reason that they include a separate vocabulary section as well as a reading comprehension section. The more words you know, then, the better you are likely to do on such important tests.
- 3 Studies have indicated that **students with strong vocabularies are more successful in school**. And one widely known study found that **a good vocabulary, more than any other factor, was common to people enjoying successful careers in life**. Words are in fact the tools not just of better reading, but of better writing, speaking, listening, and thinking as well. The more words you have at your command, the more effective your communication can be, and the more influence you can have on the people around you.
- 4 **In today’s world, a good vocabulary counts more than ever**. Far fewer people work on farms or in factories. Far more are in jobs that provide services or process information. More than ever, words are the tools of our trade: words we use in reading, writing, listening, and speaking. Furthermore, experts say that workers of tomorrow will be called on to change jobs and learn new skills at an ever-increasing pace. The keys to survival and success will be the abilities to communicate skillfully and learn quickly. A solid vocabulary is essential for both of these skills.

Clearly, the evidence is overwhelming that building vocabulary is crucial. The question then becomes, “What is the best way of going about it?”

## Words in Context: The Key to Vocabulary Development

Memorizing lists of words is a traditional method of vocabulary development. However, you are likely to forget such memorized lists quickly. Studies show that to master a word (or a word part), you must see and use it in various contexts. By working actively and repeatedly with a word, you greatly increase the chance of really learning it.

The following activity will make clear how this book is organized and how it uses a words-in-context approach. Answer the questions or fill in the missing words in the spaces provided.

### Inside Front Cover and Contents

Turn to the inside front cover.

- The inside front cover provides a \_\_\_\_\_ that will help you pronounce all the vocabulary words in the book.

Now turn to the table of contents on pages v–vi.

- How many chapters are in the book? \_\_\_\_\_
- Most chapters present vocabulary words. How many chapters present word parts? \_\_\_\_\_
- Four sections follow the last chapter. The first of these sections provides a limited answer key, the second gives helpful information on using \_\_\_\_\_, the third contains \_\_\_\_\_, and the fourth is an index of the 260 words and 40 word parts in the book.

### Vocabulary Chapters

Turn to Chapter 1 on pages 8–11. This chapter, like all the others, consists of five parts:

- The **first part** of the chapter, on pages 8–9, is titled \_\_\_\_\_.

The left-hand column lists the ten words. Under each **boldfaced** word is its \_\_\_\_\_ (in parentheses). For example, the pronunciation of *acknowledge* is \_\_\_\_\_. For a guide to pronunciation, see the inside front cover as well as “Dictionary Use” on page 181.

Below the pronunciation guide for each word is its part of speech. The part of speech shown for *acknowledge* is \_\_\_\_\_. The vocabulary words in this book are mostly nouns, adjectives, and verbs. **Nouns** are words used to name something—a person, place, thing, or idea. Familiar nouns include *boyfriend*, *city*, *hat*, and *truth*. **Adjectives** are words that describe nouns, as in the following word pairs: *former* boyfriend, *large* city, *red* hat, *whole* truth. All of the **verbs** in this book express an action of some sort. They tell what someone or something is doing. Common verbs include *sing*, *separate*, *support*, and *imagine*.

To the right of each word are two sentences that will help you understand its meaning. In each sentence, the **context**—the words surrounding the boldfaced word—provides clues you can use to figure out the definition. There are four common types of context clues: examples, synonyms, antonyms, and the general sense of the sentence. Each is briefly described below.

#### 1 Examples

A sentence may include examples that reveal what an unfamiliar word means. For instance, take a look at the following sentence from Chapter 1 for the word *drastic*:

The company's new president took **drastic** steps, closing two factories and laying off three hundred employees.

The sentence provides two examples of steps that are drastic: the closing of two factories and the laying off of three hundred employees. To figure out what *drastic* means in this sentence, think about these examples. What kinds of steps are being described? Look at the choices below, and in the answer space provided, write the letter of the one you think is correct.

\_\_\_ *Drastic* means                      A. unimportant.                      B. extreme.                      C. easy.

The steps being described in the sentence are rather severe, or extreme. So if you wrote *B*, you chose the correct answer.

## 2 Synonyms

**Synonyms** are words that mean the same or almost the same as another word. For example, the words *joyful*, *happy*, and *delighted* are synonyms—they all mean about the same thing. Synonyms serve as context clues by providing the meaning of an unknown word that is nearby. The sentence below from Chapter 1 provides a synonym clue for *appropriate*.

Although it is **appropriate** for a man to take his hat off in church, in a synagogue it is proper for a man to cover his head.

Instead of using *appropriate* twice, the author used a synonym in the second part of the sentence. Find that synonym, and then choose the letter of the correct answer from the choices below.

\_\_\_ *Appropriate* means                      A. illegal.                      B. fun.                      C. proper.

In the sentence from Chapter 1, *proper* is used as a synonym for *appropriate*. Both words refer to something that is considered correct. Therefore, the correct answer is *C*.

## 3 Antonyms

**Antonyms** are words with opposite meanings. For example, *help* and *harm* are antonyms, as are *work* and *rest*. Antonyms serve as context clues by providing the opposite meaning of an unknown word. For instance, the sentence below from Chapter 1 provides an antonym clue for the word *comply*.

If someone with an iron pipe demands your wallet, it is safer to **comply** than to resist.

To make a point, the author used an antonym of *comply*. Find the antonym, and then choose the letter below of the meaning of *comply*.

\_\_\_ *Comply* means                      A. to argue.                      B. to do as asked.                      C. to hear.

The sentence includes two reactions to being asked for your wallet: to comply and to resist. Since *comply* is probably the opposite of *resist*, we can conclude that *comply* means “to do as asked.”

## 4 General Sense of the Sentence

Even when there is no example, synonym, or antonym clue in a sentence, most of the time you can still figure out the meaning of an unfamiliar word. For example, look at the sentence from Chapter 1 for the word *acknowledge*.

Even after most of the votes had been counted, Senator Rice refused to **acknowledge** that he had lost.

After studying the context carefully, you should be able to choose the meaning of *acknowledge* from the three options presented. Write the letter of your choice.

\_\_\_ *Acknowledge* means                      A. to deny.                      B. to admit.                      C. to remember.

From the general sense of the sentence above, we can guess that the senator refused “to admit” that he had lost. Thus answer *B* is correct.

By looking closely at the pair of sentences provided for each word, as well as the answer choices, you should be able to decide on the meaning of a word. As you figure out each meaning, you are working actively with the word. You are creating the groundwork you need to understand and to remember the word. *Getting involved with the word and developing a feel for it, based upon its use in context, is the key to word mastery.*

It is with good reason, then, that the directions at the top of page 8 tell you to use the context to figure out each word's \_\_\_\_\_. Doing so deepens your sense of the word and prepares you for the next activity.

- The **second part** of the chapter, on page 9, is titled \_\_\_\_\_.

According to research, it is not enough to see a word in context. At a certain point, it is helpful as well to see the meaning of a word. The matching test provides that meaning, but it also makes you look for and think about that meaning. In other words, it continues the active learning that is your surest route to learning and remembering a word.

Note the caution that follows the test. Do not proceed any further until you are sure that you know the correct meaning of each word as used in context.

Keep in mind that a word may have more than one meaning. In fact, some words have quite a few meanings. (If you doubt it, try looking up in a dictionary, for example, the word *make* or *draw*.) In this book, you will focus on one common meaning for each vocabulary word. However, many of the words have additional meanings. For example, in Chapter 1, you will learn that *avert* means “to prevent,” as in the sentence “Stop signs avert accidents.” If you then look up *avert* in the dictionary, you will discover that it has another meaning—“to turn away,” as in “The suspect averted her head to avoid being recognized.” After you learn one common meaning of a word, you will find yourself gradually learning its other meanings in the course of your school and personal reading.

- The **third part** of the chapter, on page 10, is titled \_\_\_\_\_.

Here are ten sentences that give you an opportunity to apply your understanding of the ten words. After inserting the words, check your answers in the limited answer key at the back of the book. Be sure to use the answer key as a learning tool only. Doing so will help you to master the words and to prepare for the last two activities and the unit tests, for which answers are not provided.

- The **fourth and fifth parts** of the chapter, on pages 10–11, are titled \_\_\_\_\_ and \_\_\_\_\_.

Each practice tests you on all ten words, giving you two more chances to deepen your mastery. In the fifth part, you have the context of an entire passage in which you can practice applying the words.

At the bottom of the last page of this chapter is a box where you can enter your score for the final two checks. These scores should also be entered into the vocabulary performance chart located on the inside back cover of the book. To get your score, count the number of items that you answered correctly in each section. Then add a zero. For example, if you got seven answers right in Sentence Check 2, you would write “70” on the first line in the score box.

## Word Parts Chapters

**Word parts** are the building blocks of many English words. Learning word parts can help you spell and pronounce words, unlock the meanings of unfamiliar words, and remember new words.

This book covers forty word parts—prefixes, suffixes, and roots. **Prefixes** are word parts that are put at the beginning of words. When written separately, a prefix is followed by a hyphen to show that something follows it. For example, the prefix *pre* is written like this: *pre-*. One common meaning of *pre-* is “before,” as in the words *prefix* and *preview*.

**Suffixes** are word parts that are added to the end of words. To show that something always comes before a suffix, a hyphen is placed at the beginning. For instance, the suffix *ful* is written like this: *-ful*. A common meaning of *-ful* is “full of,” as in the words *beautiful* and *forceful*.

Finally, **roots** are word parts that carry the basic meaning of a word. Roots cannot be used alone. To make a complete word, a root must be combined with at least one other word part. Roots are written without hyphens. One common root is *vis*, which means “see,” as in the words *visible* and *vision*.

Each of the four chapters on word parts follows the same sequence as the chapters on vocabulary. Keep the following guidelines in mind as well. To find the meaning of a word part, you should do two things.

- 1 First decide on the meaning of each **boldfaced** word in “Ten Word Parts in Context.” If you don’t know a meaning, use context clues to find it. For example, consider the two sentences and the answer options for the word part *ex-* in Chapter 6. Write the letter of your choice.

“Inhale as you lower your head,” called out the exercise instructor, “and **exhale** as you do the sit-up.”

My uncle isn’t a very good businessman. He once tried to **export** rice to China and perfume to France.

\_\_\_ The word part *ex-* means     A. before.             B. out.             C. not.

You can conclude that *exhale* means the opposite of *inhale* (“to breathe in”); therefore, *exhale* means “to breathe out.” You can also determine that *export* means “to send goods out of a country to sell them.”

- 2 Then decide on the meaning that the two boldfaced words have in common. This will also be the meaning of the word part they share. In the case of the two sentences above, both words include the idea of something going out. Thus *ex-* must mean \_\_\_\_\_.

You now know, in a nutshell, how to proceed with the words in each chapter. Make sure that you do each page very carefully. *Remember that as you work through the activities, you are learning the words.*

How many times in all will you use each word? If you look, you’ll see that each chapter gives you the opportunity to work with each word six times. Each “impression” adds to the likelihood that the word will become part of your active vocabulary. You will have further opportunities to use the word in the crossword puzzle and tests that end each unit and in the online exercises available at [www.townsendpress.com](http://www.townsendpress.com).

In addition, many of the words are repeated in context in later chapters of the book. Such repeated words are marked with a small circle (°). For example, which words from Chapter 1 are repeated in the Final Check on page 15 of Chapter 2?

## Analogies

This book also offers practice in word analogies, yet another way to deepen your understanding of words. An **analogy** is a similarity between two things that are otherwise different. Doing an analogy question is a two-step process. First you have to figure out the relationship in a pair of words. Those words are written like this:

LEAF : TREE

What is the relationship between the two words above? The answer can be stated like this: A leaf is a part of a tree.

Next, you must look for a similar relationship in a second pair of words. Here is how a complete analogy question looks:

LEAF : TREE ::

- A. pond : river  
B. foot : shoe

- C. page : book  
D. beach : sky

And here is how the question can be read:

\_\_\_ LEAF is to TREE as

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| A. <i>pond</i> is to <i>river</i> . | C. <i>page</i> is to <i>book</i> . |
| B. <i>foot</i> is to <i>shoe</i> .  | D. <i>beach</i> is to <i>sky</i> . |

To answer the question, you have to decide which of the four choices has a relationship similar to the first one. Check your answer by seeing if it fits in the same wording as you used to show the relationship between *leaf* and *tree*: A \_\_\_ is part of a \_\_\_. Which answer do you choose?

The correct answer is *C*. Just as a leaf is part of a tree, a page is part of a book. On the other hand, a pond is not part of a river, nor is a foot part of a shoe, nor is a beach part of the sky.

We can state the complete analogy this way: *Leaf* is to *tree* as *page* is to *book*.

Here's another analogy question to try. Begin by figuring out the relationship between the first two words.

\_\_\_ COWARD : HERO ::

- |                       |                   |
|-----------------------|-------------------|
| A. soldier : military | C. actor : famous |
| B. infant : baby      | D. boss : worker  |

*Coward* and *hero* are opposite types of people. So you need to look at the other four pairs to see which has a similar relationship. When you think you have found the answer, check to see that the two words you chose can be compared in the same way as *coward* and *hero*: \_\_\_ and \_\_\_ are opposite types of people.

In this case, the correct answer is *D*; *boss* and *worker* are opposite kinds of people. (In other words, *coward* is to *hero* as *boss* is to *worker*.)

By now you can see that there are basically two steps to doing analogy items:

- 1 Find out the relationship of the first two words.
- 2 Find the answer that expresses the same type of relationship as the first two words have.

Now try one more analogy question on your own. Write the letter of the answer you choose in the space provided.

\_\_\_ SWING : BAT ::

- |                |                    |
|----------------|--------------------|
| A. drive : car | C. catch : bat     |
| B. run : broom | D. fly : butterfly |

If you chose answer *A*, you were right. *Swing* is what we do with a *bat*, and *drive* is what we do with a *car*.

Here are some other relationships often found in analogies:

- **Synonyms:** freedom : liberty (*freedom* and *liberty* mean the same thing)
- **Item to category:** baseball : sport (baseball is one kind of sport)
- **Item to description:** school bus : yellow (*yellow* is a word that describes a school bus)
- **Producer to product:** singer : song (a singer is the person who produces a song)
- **Time sequence:** January : March (January occurs two months before March)

## A Final Thought

The facts are in. A strong vocabulary is a source of power. Words can make you a better reader, writer, speaker, thinker, and learner. They can dramatically increase your chances of success in school and in your job.

But words will not come automatically. They must be learned in a program of regular study. If you commit yourself to learning words, and you work actively and honestly with the chapters in this book, you will not only enrich your vocabulary—you will enrich your life as well.