

**Getting familiar with . . . extraneous material**

**Rewrite each of the following sentences as claims, removing any extraneous material and identifying any buzz words that need to be defined.**

1. “Methodically, coldly, the salty wind scratched relentlessly against the old, stolid sea wall.”
2. “Our excellent and exciting new products will be on the shelves before you know it.”
3. “A vital aspect of any job is the ability to work well in a group and deal effectively with all personality types.”
4. “Our industry is in crisis. Now, more than ever, we need to pull together for the sake of the company.”
5. “These are hard times, and we must all make sacrifices for the good of everyone.”
6. “We need you to assess whether students are learning in your classes. Grades are not informative; we need qualitative measures that tell us whether your teaching methods are effective.”
7. “You need to keep your standard of excellence high.”
8. “It is what it is.”
9. “I won’t run if I don’t believe that I have a vision and the leadership capacity to create a better future for our kids and a better future for this nation.” (Barack Obama)
10. “If we actually want to change this country and we want to move America the way it needs to move, we’re going to have to do it, all of us, together. Instead of staying home and complaining, we’re asking people to help.” (John Edwards)
11. “This year I am asking you to maximize your efficiencies.”
12. “I am officially streamlining the efficiency of this corporation.”

13. "In order to compete, we innovate. In order to innovate, we redefine. And how do we redefine? With a new definition."

14. "What we need right now is to reemphasize freedom! To embrace our forefathers' commitment to a nation free from tyranny, free from terrorism, free from fear. And it is only by increasing our faith in the police and the military that we can enjoy that freedom."

15. "Get ready for an exciting year! We are bigger and better than ever, with new programs and ideas that will make working here even more exciting and rewarding than ever."

16. "In order to increase the quality of our service, we have simplified the following menu."

17. "The future holds endless possibilities. Embrace your potential."

18. "There is a bridge between hard work and success, and that bridge is the spirit of man." (from a motivational poster)

19. "Today is the tomorrow you've been waiting for."

20. "Our forces are fighting for liberty and for the values that made this nation great. They are fighting for traditional values, like family, community, faith, and hard work. So today we need to honor these troops for continuing to make America great!"