

- STEP 1: Is it the object of preposition?
- STEP 2: Is it the subject?
- STEP 3: Find the verb.
- STEP 4: Is the verb action or linking?
- STEP 5: If the verb is action, ask “what”?
 - If the word answers “what,” it is the direct object.
- STEP 6: If the verb is action but the word doesn’t answer the question “what,” ask “to/for whom” or “to/for what.”
 - If the word answers one of these questions, it is an indirect object.
- STEP 7: If the verb is linking, does the word rename the subject?
 - If the word renames the subject, it is a predicate noun.
- STEP 8: Is the word an appositive? Does it rename or identify a noun?
- STEP 9: Is the word an adjective (a pArticiple, not a geruNd)?