

Rule Scope

Keep required, banned and optional actions separate

Source and scope

Prerequisite: must/have to show obligation; mustn't bans; don't have to means not required. Name source and scope before choosing. Keep if/unless attached to the same action.

I checked source, audience and condition.

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Staff must log out by six. Visitors mustn't enter. Students don't have to stay. Control: force.

I checked source, audience and condition.

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A Binding rules

Keep source and deadline.

Rule: borrowers have to return magazines by Friday. Notice: must to return Friday. Repair; state action and deadline.

1

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A Binding rules

Keep source and deadline.

Rule: students mustn't enter the prep room unless a teacher is present.
Rewrite exact scope; control: no general permission claimed.

2

I checked source, audience and condition.

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B **Option, not ban**

Separate absence from ban.

Trip: Year 10 may join; non-joiners stay in study room. Message: mustn't join.
Repair optional attendance; control both parts.

3

I checked source, audience and condition.

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B **Option, not ban**

Separate absence from ban.

Choir Thursday: attendance optional; if attending, bring folder. Write both rules; control if and obligation.

4

I checked source, audience and condition.

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C Scope control

Do not widen rules.

School: binding rule: students arrive by 8:40. Personal: speaker leaves earlier.
Reconstruct the school rule; explain source and deadline.

5

I checked source, audience and condition.

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C Scope control

Do not widen rules.

Required: guides wear badge. Banned: visitors enter kitchen. Optional: guides give speech. Reconstruct three rules; explain scope.

6

I checked source, audience and condition.

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