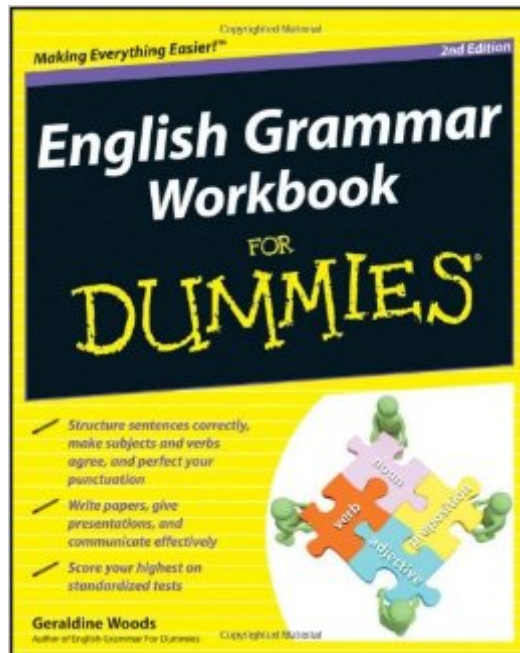


The book was found

English Grammar Workbook For Dummies



Synopsis

Get some good grammar practice-and start speaking and writing well Good grammar is important, whether you want to advance your career, boost your GPA, or increase your SAT or ACT score. Practice is the key to improving your grammar skills, and that's what this workbook is all about. Honing speaking and writing skills through continued practice translates into everyday situations, such as writing papers, giving presentations, and communicating effectively in the workplace or classroom. In *English Grammar Workbook For Dummies* you'll find hundreds of fun problems to help build your grammar muscles. Just turn to a topic you need help with-from punctuation and pronouns to possessives and parallel structure-and get out your pencil. With just a little practice every day, you'll be speaking correctly, writing confidently, and getting the recognition you deserve at work or at school. Hundreds of practice exercises and helpful explanations Explanations mirror teaching methods and classroom protocols Focused, modular content presented in step-by-step lessons *English Grammar Workbook For Dummies* will empower you to structure sentences correctly, make subject and verbs agree, and use tricky punctuation marks such as commas, semicolons, and apostrophes without fear.

Book Information

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Customer Reviews

This book is my first experience with one of the huge array of "Dummies" books. My expectations were low. I was pleasantly surprised that this book is exactly the kind of book I had been seeking to polish my English grammar skills. This book contains twenty chapters organized into six parts. The parts and chapters are (using a summary version for some of the lengthy titles): Part I: Grammar Basics Chapter 1: Finding the Right Verb at the Right Time Chapter 2: Pairing Subjects and Verbs

Correctly
Chapter 3: Pronoun Basics
Chapter 4: Writing Complete Sentences
Part II: Mastering Mechanics
Chapter 5: The Comma
Chapter 6: Apostrophes
Chapter 7: Quotation Marks
Chapter 8: Capital Letters
Part III: Applying Proper Grammar in Tricky Situations
Chapter 9: Choosing the Best Pronoun: Case, Number, and Clarity
Chapter 10: Choosing the Right Verb for Tricky Sentences
Chapter 11: Are You and Your Verbs in the Right Mood?
Chapter 12: Writing for Electronic Media
Part IV: Describing and Comparing
Chapter 13: Adjectives and Adverbs
Chapter 14: Placing Descriptions Correctly
Chapter 15: Forming Comparisons
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Chapter 16: Parallel Writing
Chapter 17: Adding Spice and Cutting Fat from Your Sentences
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Each chapter contains sections, with each section describing a grammar concept.

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