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Grammar Advantage
My Book of Sentences
The Copyeditor's Handbook
A Thesaurus of English Word Roots
Eats, Shoots & Leaves
The Best Grammar Workbook Ever!
Using Functional Grammar
Grammar by Diagram
ESL Intermediate/Advanced Grammar
The Columbia Guide to Standard American
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English Grammar Demystified
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Cognitive Exploration of Language and Linguistics
An Introduction to Language and Linguistics

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JEFFERSON DEREK

Grammar Advantage
Columbia University
Press
The Best Grammar
Workbook Ever! is a
comprehensive

instructional guide for
ages 10-110. It covers
grammar basics,
common grammar
problems, punctuation,
capitalization, and
word usage. In addition
to a Pretest and Final
Test, there are more
than 100 practice

exercises and tests at the end of each chapter. A complete list of answers is included in one of the appendixes. Other appendixes include commonly misspelled words, commonly mispronounced words, Greek and Latin word roots, and writing tips. The book is written in a friendly and easy-to-use tone. There are helpful hints throughout and a complete index. Edinburgh University Press

Quickly master English writing skills with THE LEAST YOU SHOULD KNOW ABOUT ENGLISH: WRITING SKILLS, FORM C, Eleventh Edition. Brief and uncomplicated, this text has helped students learn the basics of English writing for over thirty

years with its clear, concise concept explanations and useful, relevant corresponding exercises. Topics include spelling, word choice, sentence structure, punctuation, paragraph and essay writing--as well as more advanced skills such as argumentation and quotation. Check your work easily with exercise answers located in the back of the book, making it an excellent writing resource even after the course has ended. Available with InfoTrac Student Collections <http://gocengage.com/infotrac>. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version. *My Book of Sentences*

Cambridge University Press
 Do you know how to use semicolons, where to put your apostrophes and when to use commas? Do you know the difference between affect and effect, if and whether, or who and whom? Do you know why this stuff matters? If you've reached a stage in your career or education where your writing needs to be high quality, Grammar for Grown-ups is a must for your top drawer. Vocational rather than academic, Grammar for Grown-ups is packed with real-life examples and keeps you engaged with a wealth of great quotations from Homer the Greek to Homer the Simpson. Straight talking and methodical, Craig Shrivs draws on

his years as an intelligence officer as well as over a decade spent compiling his popular grammar website to present a comprehensive but light-hearted and easily digestible grammar reference guide.
The Copyeditor's Handbook Kumon Pub North America Limited
 Covering over 10,000 idioms and collocations characterized by similarity in their wording or metaphorical idea which do not show corresponding similarity in their meanings, this dictionary presents a unique cross-section of the English language. Though it is designed specifically to assist readers in avoiding the use of inappropriate or erroneous phrases, the

book can also be used as a regular phraseological dictionary providing definitions to individual idioms, clichés, and set expressions. Most phrases included in the dictionary are in active current use, making information about their meanings and usage essential to language learners at all levels of proficiency.

A Thesaurus of English Word Roots Delmar

A study guide to English grammar that contains explanations, simple examples, and ample exercises to practice and learn with an answer key at the back of the book.

Eats, Shoots & Leaves

Open Road Media

This accessible textbook is the only introduction to linguistics in which each chapter is written

by an expert who teaches courses on that topic, ensuring balanced and uniformly excellent coverage of the full range of modern linguistics. Assuming no prior knowledge the text offers a clear introduction to the traditional topics of structural linguistics (theories of sound, form, meaning, and language change), and in addition provides full coverage of contextual linguistics, including separate chapters on discourse, dialect variation, language and culture, and the politics of language. There are also up-to-date separate chapters on language and the brain, computational linguistics, writing, child language acquisition, and second-language

learning. The breadth of the textbook makes it ideal for introductory courses on language and linguistics offered by departments of English, sociology, anthropology, and communications, as well as by linguistics departments.

The Best Grammar Workbook Ever!

Trafford Publishing
Decode the mystery of English grammar to add polish to your papers, emails, business letters, and more English Grammar Demystified teaches the fundamentals of the subject in an easy, step-by-step approach that allows you to learn at your own pace. With help from this book, you will understand the parts of speech, learn to use punctuation correctly, master verb tenses, spot and avoid

common grammatical errors, and improve your overall sentence structures. Throughout the book you can monitor your progress through self-tests, and a comprehensive final exam at the end of the book gives you instant feedback on new language skills.

Using Functional Grammar Random House (NY)

This workbook provides exercises to help teach and build English vocabulary. It has been written both for students who are studying towards professional exams, and for those who want to improve their related communication skills. The material covers general and topic-specific vocabulary, as well as grammar and use of English,

comprehension, pronunciation and spelling.

Grammar by

Diagram Inferno

Publishing Company

A course text and self-study tool for advanced learners of English for academic purposes.

ESL

Intermediate/Advanced Grammar A3d

Impressions

As you read the chapters and lessons in this book, you will learn about the different parts of speech. You will learn about writing sentences, punctuation, and proper grammar. You will practice your vocabulary and spelling skills. - p. x.

The Columbia Guide to Standard American English Bloomsbury Publishing

Praise for the first and

second editions: "The Copyeditor's Handbook brims with valuable information, good advice, and helpful suggestions for novice copyeditors and experienced practitioners. It is comforting to know that current and future copyeditors will be able to turn to this handbook. I'm placing this work, which fills a huge gap in the literature, right beside my dictionary, and will highly recommend it to all my colleagues and students." —Alice Levine, Lecturer, The Denver Publishing Institute, and freelance editor "A definite 'must have' for the beginning to intermediate editor or author, and even the experienced editor. An indispensable reference tool." —Kim Hawley, President, The

Chicago Book Clinic
 "This is the book that every teacher of editing has been waiting for: thorough, clear, authoritative, up-to-date, and sane."

—Beth Luey, Director, Scholarly Publishing Program, Arizona State University
 "This book warms the cockles of the copyediting heart. It is thorough, useful, helpful, and smart. And it fills a huge vacuum."

—Constance Hale, author of *Sin and Syntax* and *Wired Style*
 "An excellent resource. The Copyeditor's Handbook should sit on every business editor's shelf, next to the in-house style guide."

—Erika Henik, Research Publications Manager, Banc of America Securities LLC
 "The first three chapters alone are worth the cover price.

It's a book that acknowledges an assortment of vexing copyediting questions and offers multiple answers to most of them."—Gary

Hernandez, Technical Communication
 "An excellent textbook to teach the essentials of copyediting. An

excellent reference work for workplace writing."—Mark Armstrong, Business Communication Quarterly

"Straightforward, sound advice for beginning or intermediate copyeditors working with pencil or online."—Priscilla S. Taylor, *The Editorial Eye*
 "Lays out the copyeditor's obligations with humor, style, and perspective."—Walter Pagel, Science Editor

**English Grammar
Demystified** NCELTR

A few years ago, a magazine sponsored a contest for the comment most likely to end a conversation. The winning entry? "I teach English grammar." Just throw that line out at a party; everyone around you will clam up or start saying "whom." Why does grammar make everyone so nervous? Probably because English teachers, for decades - no, for centuries - have been making a big deal out of grammar in classrooms, diagramming sentences and drilling the parts of speech, clauses, and verbals into students until they beg for mercy. Happily, you don't have to learn all those technical terms of English

grammar - and you certainly don't have to diagram sentences - in order to speak and write correct English. So rest assured - English Grammar For Dummies will probably never make your English teacher's top-ten list of must-read books, because you won't have to diagram a single sentence. What you will discover are fun and easy strategies that can help you when you're faced with such grammatical dilemmas as the choice between "I" and "me," "had gone" and "went," and "who" and "whom." With English Grammar For Dummies, you won't have to memorize a long list of meaningless rules (well, maybe a couple in the punctuation chapter!), because

when you understand the reason for a particular word choice, you'll pick the correct word automatically. English Grammar For Dummies covers many other topics as well, such as the following:

- Verbs, adjectives, and adverbs – oh my!
- Preposition
- propositions and pronoun
- pronouncements
- Punctuation: The lowdown on periods, commas, colons, and all those other squiggly marks
- Possession: It's nine-tenths of grammatical law
- Avoiding those double negative vibes
- How to spice up really boring sentences (like this one)
- Top Ten lists on improving your proofreading skills and ways to learn better grammar
- Just think how improving your

speaking and writing skills will help you in everyday situations, such as writing a paper for school, giving a presentation to your company's big wigs, or communicating effectively with your family. You will not only gain the confidence in knowing you're speaking or writing well, but you'll also make a good impression on those around you!

Semantics Cambridge University Press

In the most reliable and readable guide to effective writing for the Americans of today, Wilson answers questions of meaning, grammar, pronunciation, punctuation, and spelling in thousands of clear, concise entries. His guide is unique in presenting a

systematic, comprehensive view of language as determined by context. Wilson provides a simple chart of contexts—from oratorical speech to intimate, from formal writing to informal—and explains in which contexts a particular usage is appropriate, and in which it is not. The Columbia Guide to Standard American English provides the answers to questions about American English the way no other guide can with: * an A-Z format for quick reference; * over five thousand entries, more than any other usage book; * sensible and useful advice based on the most current linguistic research; * a convenient chart of levels of speech and

writing geared to context; * both descriptive and prescriptive entries for guidance; * guidelines for nonsexist usage; * individual entries for all language terms. A vibrant description of how our language is being spoken and written at the end of the twentieth century—and how we ourselves can use it most effectively—The Columbia Guide to Standard American English is the ideal handbook to language etiquette: friendly, sensible, and reliable.

**The Harper
Handbook of College
Composition**

Bloomsbury Publishing Grammar Troublespots, 3rd edition, provides an excellent aid for ESL writing students at the high intermediate level and above. It helps

them identify and correct the typical errors that they are likely to make as they attempt to write, with the emphasis in this new edition on errors made in writing formal academic discourse. The book has 21 units. Each one examines an area of grammar, such as verb tense choice, article usage and modals, and then pinpoints the most troublesome grammar points within that area. Each unit provides a straightforward description of the grammar point, supported by plentiful clear examples, grammar charts and tables. The two-color new edition will be easier to use, with exercises such as error identification, error correction and sentence construction

tasks consistently following each grammar point. Each unit ends with a writing assignment and a flowchart to help students diagnose their writing problems and edit their writing. *English Grammar Digest* Kyle Books
 What exactly are words? Are they the things that get listed in dictionaries, or are they the basic units of sentence structure? Andrew Carstairs-McCarthy explores the implications of these different approaches to words in English. He explains the various ways in which words are related to one another, and shows how the history of the English language has affected word structure. Topics include: words, sentences and

dictionaries; a word and its parts (roots and affixes); a word and its forms (inflection); a word and its relatives (derivation); compound words; word structure; productivity; and the historical sources of English word formation. Requiring no prior linguistic training, this textbook is suitable for undergraduate students of English - literature or language - and provides a sound basis for further linguistic study.

How to Study Univ of California Press
Horace G. Danner's A Thesaurus of English Word Roots is a compendium of the most-used word roots of the English language. As Timothy B. Noone notes in his foreword: "Dr. Danner's book allows

you not only to build up your passive English vocabulary, resulting in word recognition knowledge, but also gives you the rudiments for developing your active English vocabulary, making it possible to infer the meaning of words with which you are not yet acquainted. Your knowledge can now expand and will do so exponentially as your awareness of the roots in English words and your corresponding ability to decode unfamiliar words grows apace. This is the beginning of a fine mental linguistic library: so enjoy!" In A Thesaurus of English Word Roots, all word roots are listed alphabetically, along with the Greek or Latin words from which they derive, together with

the roots' original meanings. If the current meaning of an individual root differs from the original meaning, that is listed in a separate column. In the examples column, the words which contain the root are then listed, starting with their prefixes, for example, dysacusia, hyperacusia. These root-starting terms then are followed by terms where the root falls behind the word, e.g., acouesthesia and acoumeter. These words are followed by words where the root falls in the middle or the end, as in such terms as bradyacusia and odynacusis.. In this manner, A Thesaurus of English Word Roots places the word in as many word families as there are elements in the word. This work will

interest linguists and philologists and anyone interested in the etymological aspects of English language.

English Grammar for the Utterly Confused
Penguin

"This proven comprehensive learning system covers all the administrative, clinical, and general competencies designated by the major accrediting bodies for the entry-level medical assistant. Coverage of the structure and function of each body system is included as well as associated diagnostic examinations and diseases and disorders. This exciting new edition covers the knowledge, skills, attitudes, and values necessary for you to become a successful, multi-skilled medical

assistant."--BOOK
JACKET.
**Check Your English
Vocabulary for
Human Resources**
Cengage Learning
Does the world need
another grammar
book? I think so. And it
needs one because
many of the existing
books are filled with
explanations using
grammatical terms
that many people don't
understand, and the
people who do
understand don't need
the book. Like all my
grammar books, I have
done everything
possible to explain
things clearly and
without resorting to
grammatical terms or
complex explanations.
Everything is in plain,
simple English. Items
covered in the book
include: * Parts of
Speech * Punctuation
(all fourteen of them) *

Grammar Myths *
Miscellaneous * How to
Use Numbers When
Writing *
Abbreviations,
Initialisms, and
Acronyms * Linking
Verbs * Subject/Verb
Agreement * Latin
Abbreviations * (much
more) * Plurals *
Redundancies *
Misused Words *
Capitalization * Usage
Issues * Punctuation of
Dialogue With more
than nine hundred
pages, the book is a
comprehensive
reference for grammar.
It also shows many of
the issues where the
AP Stylebook and the
Chicago Manual of
Style disagree. The
most important thing is
that the book explains
everything in plain
English so as not to be
confusing. It is easy to
understand and grasp
for any reader. Only a

basic understanding of grammar is necessary.

Sentence Combining

Broadview Press

For students who want to learn the nuts and bolts of English grammar A generation ago, the United States public school system stopped formal instruction in English grammar and consequently created a legion of students and professionals notoriously weak in writing and language skills. English Grammar for the Utterly Confused is a must-have for anyone who gets that "deer-in-the-headlights" look when asked to recognize a misplaced modifier or even find the verb in a sentence. This user-friendly, witty guide helps everyone—from students taking the GED to professionals

writing business plans—learn the structures of English grammar and how to use them easily and proficiently.

Demystifying grammar once and for all, this handbook will help all readers acquire the ability to speak and write competently, correctly, and confidently. Key features include:

- Exercises throughout to develop facility in writing skills
- Clear explanations of complex concepts
- Handy icons
- More than 200 solved problems and examples
- Test Yourself section in each chapter

English as a Communication Skill

English as a Communication Skill
Simply Put: The Plain English Grammar Guide
This practical

coursebook introduces all the basics of semantics in a simple, step-by-step fashion. Each unit includes short sections of explanation with examples, followed by stimulating practice exercises to complete in the book. Feedback and comment sections follow each exercise to enable students to monitor their progress. No previous background in semantics is assumed, as students begin by discovering the value and fascination of the subject and then move through all key topics

in the field, including sense and reference, simple logic, word meaning and interpersonal meaning. New study guides and exercises have been added to the end of each unit to help reinforce and test learning. A completely new unit on non-literal language and metaphor, plus updates throughout the text significantly expand the scope of the original edition to bring it up-to-date with modern teaching of semantics for introductory courses in linguistics as well as intermediate students.

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