



The Handbook of Good English

Edward D. Johnson

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Now substantially revised and updated, this essential guide is arranged in an easy-to-follow, topical style that takes readers from the rules governing basic sentence structure to methods of achieving effective expression. Mr. Johnson not only explains just what is correct when it comes to devilish questions of English grammar, punctuation and usage, but also why it is correct - and even how to choose among correct alternatives. He does not bully his readers but treats them as equals who share his interest in using language well.

THE HANDBOOK OF GOOD ENGLISH contains five main sections:

- Grammar - the principles that make words into sentences, with emphasis on avoiding errors
- Punctuation - comprehensive coverage from the comma to the hyphen, with emphasis on punctuating to fit sentence structure and meaning
- Miscellaneous Mechanics - proper forms for numbers, dates, titles, and other details of written English
- Diction and Composition - how to match words to the occasion, organize thoughts, avoid errors of tone, and revise effectively
- Glossary/Index - almost a book in itself, alphabetically arranged for instant solutions to the most common problems and cross-referenced to the text for broader explanations

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Author : Edward D. Johnson

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