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The Elements of Grammar

Margaret Shertzer

An indispensable guide from the publisher of
The Elements of Style by William I. Strunk, Jr.,
and E. B. White



**The complete, authoritative guide to good
grammar—a companion to the classic
*The Elements of Style***

From one of America's best-known names in language books, here is a new, informative guide to improving your grammar. In one easy-to-use, compact volume, *The Elements of Grammar* presents a concise, comprehensive course in the basic rules of grammar and usage, along with invaluable tips on how to implement these rules in everyday writing and speaking. Succinct and immensely practical, *The Elements of Grammar* covers:

- Punctuation
- Capitalization
- The parts of the sentence
- Words often confused
- Foreign words and phrases
- Expressing numbers
- Signs and symbols
- And much more

With hundreds of examples of correct grammar drawn from the greatest contemporary writers, *The Elements of Grammar* belongs in every home or office.




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