

## The handy English grammar answer book

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### Abstrak

"Whether it's for a professional document, a school paper, an Internet blog, or something more personal, effective communication depends on clear, concise, and grammatically correct writing. Punctuation, spelling, and grammar rules can trip up anyone, while organization and word choice can make writing memorable--or banal. Whether you are writing a term paper, a scientific article, a resume, a business email, a text message, or presenting information in the social media, The Handy English Grammar Answer Book is an engaging guide to writing with clarity."