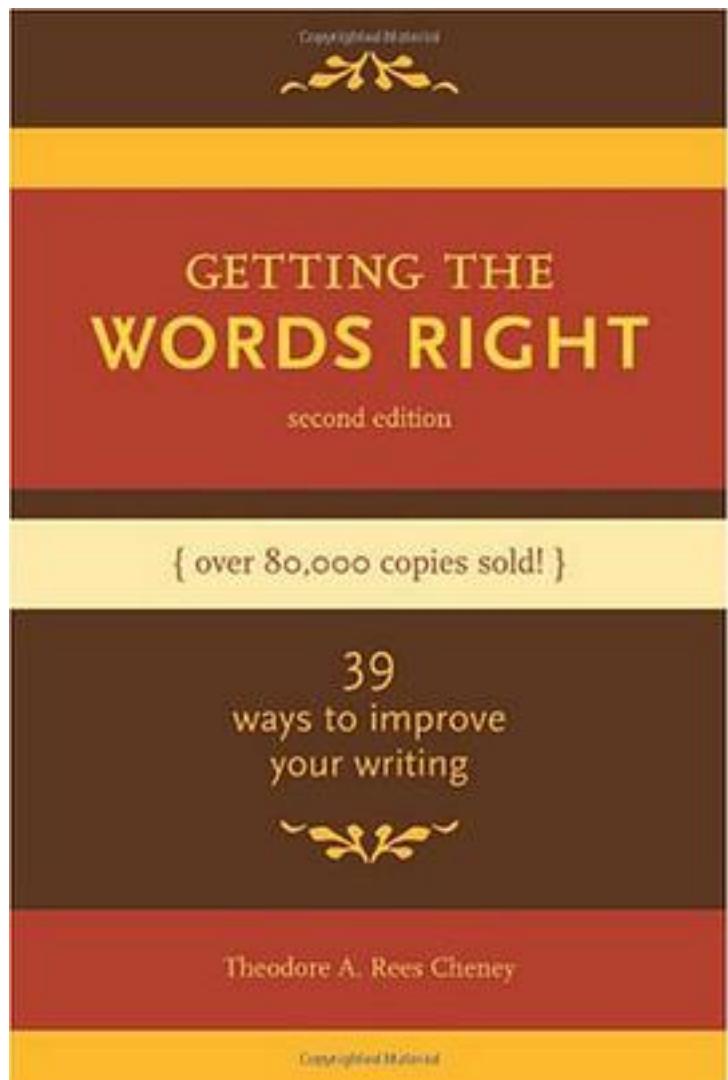


Getting the Words Right



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For more than 20 years, Getting the Words Right has helped readers from all professions and walks of life rewrite, revise, and refine their writing. That tradition continues with this all-new edition that features 39 targeted ways to improve one's writing by: Practicing the three fundamentals of revision (reducing, rearranging, and rewording); Trimming weak or extra words to express ideas in a concise, forceful way; Creating smooth transitions between paragraphs; Correcting invisible faults of inconsistency, incoherence, and imbalance; Effectively checking for accuracy and errors (from dangling modifiers to comma splices); With the tips and techniques in this book, readers will get it "write" every time.

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