

# Participle Adjectives Long List Perfect English Grammar

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**English Grammar For Dummies** - a contest for the comment most likely  
Geraldine Woods 2011-03-16 to end a conversation. The winning  
A few years ago, a magazine sponsored 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!

**An English Grammar** - William Malone  
Baskervill 2022-09-15

DigiCat Publishing presents to you this special edition of "An English Grammar" by William Malone  
Baskervill, James Witt Sewell.

DigiCat Publishing considers every written word to be a legacy of humankind. Every DigiCat book has been carefully reproduced for republishing in a new modern format. The books are available in print, as well as ebooks. DigiCat hopes you will treat this work with the acknowledgment and passion it deserves as a classic of world literature.

A Concise Grammar of Contemporary English - Randolph Quirk 1973  
Varieties of english - Elements of grammar - The verb phrase - Nouns, pronouns, and the basic noun phrase - Adjectives and adverbs - Prepositions and prepositional phrases - The simple sentence - Adjunts, disjuncts, conjuncts - Coordination and apposition - Sentence connection - The complex setence - The verb and

its complementation - The complex noun phrase - Focus, theme, and emphasis - Word formation - Stress, rhythm, and intonation - Punctuation.

**The Gramming Guide to English Grammar with Exercises** - Péter Simon  
2016-01-05

The Gramming Guide to English Grammar is a resource book on the grammar of Standard British English. It is intended for intermediate to advanced students of English as a second or foreign language who have already studied the basic grammar of English. It covers the most important areas of English grammar and concentrates on structures which may cause difficulty at an intermediate level or above. The book starts with a pretest that helps you identify the areas you need to work on. The pretest is followed by eleven

chapters, broken down to a number of subchapters that each deal with a specific grammar point. The related explanations are accompanied by real-life sample sentences, timeline diagrams, tables, and quotes. If a similar point or the same point is discussed in a different part of the book, you will find cross-references to that point. Where appropriate, chapters begin with guiding questions and end with revision questions. Most of the chapters are followed by exercises, including multiple choice, sentence transformation, error correction, gap filling and matching exercises, as well as communicative tasks that can be done in language lessons. At the end of the book, there is an appendix which contains a list of the most common irregular verb forms and the most important

spelling rules; a list of the quotes that appear in the book; and a glossary that defines grammatical terms frequently used in the explanations. The chapters in this book are not arranged in order of difficulty. This way, the book can be used for quick reference on specific points of interest, as well as for systematic study, either as a self-study grammar book or as additional material in an ESL/EFL course. No matter which way you use the book, it is recommended that you follow the cross-references, which will lead you to further information on a given item. The exercises, which come with suggested answers, are best done using pen and paper. These exercises will not only help you to practise grammar but also to tie grammatical forms to real-world meaning.

### **Middle School English Grammar and Composition Key** - P.C.WREN

Primary School English Grammar & Composition (PSEGC) and Middle School English Grammar & Composition (MSEGC) is a set of two books designed to be used as a prequel to the highly popular English grammar reference book, High School English Grammar & Composition. Both PSEGC and MSEGC provide ample guidance and practice in sentence building, correct usage, comprehension, composition and other related areas so as to equip the learners with the ability to communicate effectively in English.

### **Practice Makes Perfect English Vocabulary for Beginning ESL Learners**

- Jean Yates 2011-08-22

Master the words and phrases necessary for handling everyday situations Practice Makes Perfect:

English Vocabulary for Beginning ESL Learners helps you develop your vocabulary by providing practice in word-building and encouraging you to analyze new words for an ever-increasing vocabulary. Each chapter of this comprehensive book focuses on a theme, such as family or travel, so you can build your language skills in a systematic manner. As you lay the foundation for an increasing vocabulary, you are able to perfect your new words with plenty of exercises and gain the confidence to communicate well in English. Practice Makes Perfect: English Vocabulary offers you: More than 220 exercises Concise grammatical explanations A new chapter on contemporary vocabulary An answer key to gauge your comprehension With help from this book, you can easily speak or

write in English about: Different occupations and jobs \* American holidays and traditions \* Taking the train \* Growing your own garden \* Where it hurts on your body \* Your house \* Your family and friends \* What you studied in school \* Your favorite TV show \* Your family's background . . . and much more!  
**English grammar** - William Angus (A.M.) 1839

Cambridge Advanced Learner's Dictionary KLETT VERSION - Kate Woodford 2003-02-13

The Cambridge Advanced Learner's Dictionary gives the vital support which advanced students need, especially with the essential skills: reading, writing, listening and speaking. In the book: \* 170,000 words, phrases and examples \* New

words: so your English stays up-to-date \* Colour headwords: so you can find the word you are looking for quickly \* Idiom Finder \* 200 'Common Learner Error' notes show how to avoid common mistakes \* 25,000 collocations show the way words work together \* Colour pictures: 16 full page colour pictures On the CD-ROM: \* Sound: recordings in British and American English, plus practice tools to help improve pronunciation \* UNIQUE! Smart Thesaurus helps you choose the right word \* QUICKfind looks up words for you while you are working or reading on screen \* UNIQUE! SUPERwrite gives on screen help with grammar, spelling and collocation when you are writing \* Hundreds of interactive exercises

**Practice Makes Perfect English Pronouns and Prepositions, Second**

**Edition** - Ed Swick 2011-03-11  
An engaging presentation of pronoun and preposition usage in English, combined with extensive practice for beginning and intermediate ESL learners Practice Makes Perfect: English Pronouns and Prepositions offers a detailed examination of these two essential aspects of grammar, which language learners need to master to communicate with confidence. This book provides clear explanations of the usage of pronouns and prepositions, followed by practical examples illustrating and clarifying each point. A variety of exercises provide ample opportunity to practice.

**Middle School English Grammar and Composition** - P.C.WREN  
Primary School English Grammar & Composition (PSEGC) and Middle School

English Grammar & Composition (MSEGC) is a set of two books designed to be used as a prequel to the highly popular English grammar reference book, High School English Grammar & Composition. Both PSEGC and MSEGC provide ample guidance and practice in sentence building, correct usage, comprehension, composition and other related areas so as to equip the learners with the ability to communicate effectively in English. *A Compendium of English Grammar* - Joel Nelson Eno 1892

**Practical English Grammar & Composition** - SC Gupta 2018-04-20  
To understand and make the practical use of the grammatical rules is a challenge poised at various competitive exams. Students preparing for various competitive exams need

elucidated grammar rules that are explained in a very easy and understandable language. Practical English Grammar & Composition is the hand book and an easy guide to learn English aimed at learning and improving knowledge of grammar and its applicability. In order to make the students conversant with the practical applicability of the grammar rules, sentences depicting the right usage are also given after the rules. A number of solved exercises are also given after the chapters that enable the students test their acquired knowledge. Word Powers section is a unique feature of the book that will play a crucial role in making the students ready to face the competitions ahead. **The Language of Literature** - Basil Cottle 1985

Studie over de ontwikkeling van de Engelse grammatica sedert de 14e eeuw  
*English Grammar* - Jeff Coghill 2003  
The CliffsStudySolver workbooks combine 20 percent review material with 80 percent practice problems (and the answers!) to help make your lessons stick. CliffsStudySolver English Grammar is for students who want to reinforce their knowledge with a learn-by-doing approach. Inside, you'll get the practice you need to learn English grammar with problem-solving tools such as Clear, concise reviews of every topic  
Practice problems in every chapter - with explanations and solutions  
A diagnostic pretest to assess your current skills  
A full-length exam that adapts to your skill level  
A glossary, a list of commonly misused words, and punctuation and

capitalization rules can help you communicate effectively. This workbook also covers the parts of speech, verbs, and active and passive voices. Explore other aspects of English including Subjects and predicates Adjective and adverbial phrases Pronouns Noun-verb agreement Prepositions Frequently encountered sentence problems Using numerals Practice makes perfect - and whether you're taking lessons or teaching yourself, CliffsStudySolver guides can help you make the grade. Author Jeffrey Coghill is a medical librarian at East Carolina University in Greenville, NC; Stacy Magedanz is currently a reference librarian at California State University in San Bernardino. Both have M.A. degrees in English.  
*The Teacher's Grammar of English with*

Answers - Ron Cowan 2008-05-26

"The Teacher's grammar of English enables English language teachers and teachers-in-training to fully understand and effectively teach English grammar. With comprehensive presentation of form, meaning, and usage, along with practical exercises and advice on teaching difficult structures, it is both a complete grammar course and an essential reference text."--Back cover.

Primary School English Grammar and Composition - P.C.WREN

Primary School English Grammar & Composition (PSEGC) and Middle School English Grammar & Composition (MSEGC) is a set of two books designed to be used as a prequel to the highly popular English grammar reference book, High School English Grammar & Composition. Both PSEGC and MSEGC

provide ample guidance and practice in sentence building, correct usage, comprehension, composition and other related areas so as to equip the learners with the ability to communicate effectively in English.

English Grammar - Annie Bindra  
2016-08-17

English grammar: rules and usage is specially designed for learners of English as second or foreign language. This book is intended for undergraduate students who have little or no previous background in English grammar, students who need an introduction to English grammar as part of their curriculum in English or as preparation for teaching the language. This book can be used as a self-study book. Each grammatical rule is explained in simple English with several examples. This book is

written in the classroom language so it can be used by a teacher to explain English grammar in the classroom. The relation between the concepts of English grammar and correct use of English is stressed in this book. Grammar can be learnt easily; it can be fun, so stop worrying, pick up this book and move ahead. This book will help you like a teacher, a guide. The features of this book include: ? A comprehensive index which makes it easy to use ? Simple step by step explanation of grammatical rules and patterns ? Practical examples ? Practical exercises ? List of collective nouns ? List of adjectives formed from nouns ? List of collocations with prepositions ? Lesson on spelling rules  
Practice Makes Perfect: English

Vocabulary for Beginning ESL Learners, Premium Fourth Edition -

Jean Yates 2021-11-12

The go-to guide for learning and reinforcing American English vocabulary for beginning ESL learners—now enhanced with audio recordings through the McGraw-Hill Language Lab app Now enhanced with audio recordings of exercise answers through the McGraw-Hill Language Lab app, this bestselling guide to learning ESL is more helpful than ever. Based on tried-and-true method, Practice Makes Perfect: English Vocabulary for Beginning ESL Learners helps you develop your vocabulary and comprehension skills with practice in word building, analyzing new words, and using them in conversation. Chapters are built around themes, such as nouns to name people and

verbs for household activities, to help build a comprehensive foundation. More than 200 practice exercises from old and new vocabulary help you practice as you learn. Subjects included in this guide include names for people, places, and things; adjectives that describe people; verbs for household activities; how to ask questions; verbs used for shopping; how to give directions, social networking vocabulary; and more. Boost your English language proficiency with Practice Makes Perfect: English Vocabulary for Beginning ESL Learners, Premium Fourth Edition, featuring: Practical and high-frequency vocabulary Example sentences that illustrate and clarify each point More than 200 exercises to practice using English in everyday

situations Answer key for reference and quick feedback NEW in this edition: Audio recordings of exercise answers through the McGraw-Hill Language Lab app

Plain English Handbook - James Martyn Walsh 1987

A handbook of rules for English usage and grammar.

The King's Grammar - Sanjay Kumar Sinha 2012

A book on Grammar. The ebook version does not contain CD.

**Appendix to Lectures on English Grammar** - Joseph Hervey Hull 1828

**Practice Makes Perfect: English Pronouns and Prepositions** - Ed Swick 2005-07-12

A quick, painless way for ESL learners to master English pronouns and prepositions This new addition to

the Practice Makes Perfect series makes it easier than ever for ESL learners to get the hang of English pronouns and prepositions. In clear, straightforward language, and with the help of numerous everyday examples, language teacher Ed Swick demystifies English pronouns and prepositions, and he provides dozens of skill-building exercises. The numerous exercises include a variety of formats, such as fill-in-the-blank sentences, sentence rewriting, writing original sentences, and more. An indispensable resource for advanced-beginner and intermediate-level ESL learners, this workbook: Details all aspects of English pronoun and preposition usage Clarifies the subtleties of usage that often escape ESL learners Employs practical, high-frequency

vocabulary throughout

All You Need to Know about Grammar -

Kathi Wyldeck 2007

This book aims to introduce and explain all the main concepts of grammar to students in Years 7-10. This home-study guide will help children, teenagers and young adults learn the art of traditional English grammar so that they can: write and speak better English think clearly and analytically learn another language more easily improve their communication skills for the job world In this book you will find: comprehensive information on all the main aspects of English grammar clear definitions and examples of each grammatical concept practice tasks to reinforce your understanding of each new idea vocabulary, general knowledge and further reading

resources a detailed answer section  
Author: Kathi Wyldock  
**Handbook of Pre-Intermediate Grammar:  
Learning English Grammar with Fun** -  
Asfi Aniuranti 2021-11-10  
"Handbook of Pre Intermediate  
Grammar: Learning English Grammar  
with Fun" introduces basic concepts  
of grammar at pre-intermediate level  
and provides learning English grammar  
in an interesting and fun way. The  
book consists of nine chapters, they  
are: Past Simple, Present Perfect,  
Passive of Past Simple, Passive of  
Present Perfect, Passive of Present  
Simple, Passive of Present  
Continuous, Passive of Present  
Future, Relative Clause, and Noun  
Clause. There are three part of each  
chapters: Part I: Learning from Joke.  
There are boxes of joke dialogue as  
the topic discussion followed by

explanation about the basic concepts  
of the topic. Part II: Brief  
Exploration. Contains definition,  
examples, and brief explanation about  
the topic chapter. Part III:  
Exercise. There are 6 types of  
exercises available in this section.  
This book will helps students to  
enhance their knowledge and learn  
more about grammar at pre-  
intermediate level with fun  
Compound Words in English: Vocabulary  
Building - Manik Joshi 2014-10-25  
What are "Compound Words"? A compound  
word consists of two or more base  
words. The meaning of Compound words  
is often different from the separate  
base words. Compound Words and Parts  
of Speech Compound words are mostly  
nouns, adjectives, and verbs. Kinds  
of Compound Words Compound words are  
of three types: (A). Closed Compound

Words: Words are joined together. There is no space or hyphen between the words. Examples: firefly / softball / redhead / keyboard / makeup / notebook (B). Hyphenated Compound Words: Words are joined together by a hyphen. Examples: daughter-in-law / over-the-counter / six-year-old (C). Open Compound Words: Words are not joined together. Words are open or separate. In other words, there is a space between the words. Examples: post office / real estate / full moon / half sister Some general rules regarding the use of hyphens:- Compound Adjectives are often hyphenated. If a compound adjective precedes a noun, they are hyphenated Examples: low-paying job [low- paying is a compound adjective; job is a noun] easy-going celebrity [easy-going is a compound adjective;

celebrity is a noun] Adverbs that end in -ly and compounded with another modifier are generally not hyphenated: Examples: deeply held beliefs genetically modified foods highly placed sources quietly organized meeting ALSO NOTE: 1. Some compound words may have more than one form but these forms may belong to different parts of speech. Examples: bread and butter [open form] [noun] bread-and-butter [closed form] [adjective] charge sheet [open form][noun] chargesheet [closed form] [verb] fast track [open form] [noun] fast-track [hyphenated form] [adjective, verb] first degree [open form] [noun] first-degree [hyphenated form] [adjective] full time [open form] [noun] full-time [hyphenated form] [adjective, adverb] gift wrap [open form] [noun] gift-wrap

[hyphenated form] [verb] hard core  
[open form] [noun] hard-core  
[hyphenated form] [adjective] hard  
line [open form] [noun] hard-line  
[hyphenated form] [adjective] road  
test [open form] [noun] road-test  
[hyphenated form] [verb] second hand  
[open form] [noun] second-home  
[hyphenated form] [adjective] 2. Some  
compound words which are hyphenated  
in American English are not  
hyphenated in British English.  
Example: cash-back [American  
English]; cashback [British English]  
3. Compound words are mainly formed  
in the following ways: (a). adjective  
+ adjective [example: bittersweet]  
(b). adjective + noun [example:  
blackboard] (c). adjective + verb  
[example: broadcast] (d). adjective +  
past participle [example: cold-  
blooded] (e). adjective + present

participle [example: free-standing]  
(f). adverb (or preposition) +  
adjective [example: ingrown] (g).  
adverb (or preposition) + noun  
[example: afterlife] (h). adverb (or  
preposition) + verb [example:  
cutback] (i). adverb + past  
participle [example: brightly lit]  
(j). adverb + present participle  
[example: long-lasting] (k). noun +  
adjective [example: blood red] (l).  
noun + adverb (or preposition)  
[example: hanger-on] (m). noun + noun  
[example: airman] (n). noun + verb  
[example: air-condition] (o). noun +  
past participle [example: sun-dried]  
(p). verb + adverb (or preposition)  
[example: breakdown] (q). verb + noun  
[example: bathroom] (r). gerund +  
noun [example: bleaching powder] (s).  
noun + gerund [example: air-  
conditioning] A detailed list of

Compound words in Alphabetical Order.  
[All compound words have been grouped according to the parts of speech they belong to.)

**English Grammar** - Allen Hayden Weld  
1984

*The Rudiments of English Grammar,*  
1761 - Joseph Priestley 1969

**Grammar & Composition 1** - 2020-04-07

Exercises to practice writing and grammar structures for going from CEFR levels A2 to A2+. For more programs please consult [www.bestacademyefl.com](http://www.bestacademyefl.com)! For teacher information and resources about this book, please email us at [info@bestacademyefl.com](mailto:info@bestacademyefl.com)!

*Handbook of english grammar and composition* - Coles Editorial Board  
1987

Top Secret English Grammar Book - Emanuel Michael Kulaya 2022-06-10  
Special book for ESL students, you will learn a lot about English grammar. The book explains grammar in the simplest way ever. It works better for A2, B1, and B2 students. The Author did research for three years and find out what ESL student has to concentrate on to improve their English easily, and came up with 10 best ways. You will find the best 10 ways to improve your English in the last page of the book.

**An English Grammar** - George Payn Quackenbos 1864

**Practice Makes Perfect: English Vocabulary for Beginning ESL Learners, Third Edition** - Jean Yates  
2017-07-28

Expand your English vocabulary and

build your confidence in speaking!  
With *Practice Makes Perfect: English Vocabulary for Beginning ESL Learners* you will soon be talking in English as if it were your first language. Inside you will find more than 1,500 commonly used words you hear at work, at school, and on the street, with topics that range from clothing to cooking, and from doctors to digital devices. This new edition also covers numbers, and the many ways that they are talked about in daily life. This reference/workbook explains nouns, verbs, adjectives, and adverbs – and how they will help you learn new vocabulary. Once you master the words in this book, you will find it easier than ever to add new ones to your expanding vocabulary. And with over 200 exercises to practice what you learn, you will become comfortable

using English in everyday situations.  
*English Grammar for Students of Spanish* - Emily Spinelli 1979

An Introduction to the Grammar of English - Elly van Gelderen  
2002-01-01

This textbook introduces basic concepts of grammar in a format which should encourage readers to use linguistic arguments. It focuses on syntactic analysis and evidence. It also looks at sociolinguistic and historical reasons behind prescriptive rules.

**How English Works** - Ann Raimes  
1998-07-13

This book uses readings from newspapers, works of non-fiction, and college textbooks to illustrate the use of target structures. The Student's Book provides clear

presentations of the basic principles of 27 important areas of English grammar, through a wide variety of exercises and tasks for writing and editing. It engages students with topics that range from artificial intelligence and laptop computers to the environment and economics. This important grammar text provides a real-world context that allows students to see how the English language really "works."

A Grammar of Spoken English on a Strictly Phonetic Basis - Harold E. Palmer 1924

**An English grammar** - Henry Trays 1855

**Peter's 'English Grammar'** - Mr. Peter 2023-01-15

Peter's English Grammar, the Complete version includes five distinct

sections into one. They also exist as five separate books on Amazon and notionpress.com and available worldwide. Peter's all English Grammar Books are mainly designed for high school students for learning and exercise of English grammar, and for writing Skill there are other series and the book of complete version; as, "A Book of Advanced Writing Skill" in three different parts too. Let's see what Peter's English Grammar contains: the book begins with letters, words and syllables, and then gradually it deals in details of three parts of speech- Nouns, Pronouns and Adjectives including the uses of Articles. The book shows how Cases dominate different functions of Nouns as well as of Pronouns. It has included roles of Nouns to form Nominal Compounds, Prepositional

Objects, Complements besides forming Adverbial phrase, Subject and Object. It illustrates the use of Adjectives, the formation of degrees, position and proper arrangement of Adjectives and others. In the 2nd part, and also as a book 'All about Verbs (Forms, Functions, Conjugation, Tense, Voice Change, Forming Questions & Negation', it illustrates the major divisions of verbs through verb trees, their functions and uses. Finite, Non-finite, State, Event, Principal and Auxiliaries, Transitive and Intransitive, and of different objects- Direct & Indirect, Cognate, Reflexive, Retained, Prepositional Objects, Complements and Adverbials—are described through illustrations and examples, besides about the class and formation of questions (yes-no type, wh-,

alternative, tag, rhetorical, short & the indirect questions), negations and of manner of different voice changes. Peter's third book and the third part in the series, 'Study of Adverbs, Prepositions, Conjunctions & Interjections' – covers detail study of other four pillars of the parts of speech, i.e., Adverbs, Prepositions, Conjunctions & Interjections. The part includes the discussion of definition, classification, forms and formation of the four along with many examples to understand them better. As a fourth book in a series, by 'Detail Study of Phrases, Clauses & Sentences, including Idioms & Phrasal Verbs', the fourth part of the book deals in details of Phrases, Clauses and Sentences, as well as Moods or the Manner of Expression of verbs. It is shown how clauses build simple,

compound or complex sentences; and how are the affirmative, negative and interrogative sentences formed. Different conditionals and wish clause have also been included and discussed, besides a list of 372 idioms and many more phrasal verbs. The last of the series, and as a book, 'Study of Subject-Verb Agreement, Narration Change, Use of Punctuation; including Analysis, Synthesis & Split-up', it includes the chapters of – subject-verb agreement, has shown how to analyze simple, compound and complex sentences, and the detail study of subject adjuncts and extension to predicate or the adverbial adjuncts—have been illustrated and shown through tables, charts in the book of Mr. Peter.

Ultimate Phrasal Verb Book - Carl W.

Hart 2017-03-08

Updated to reflect questions found on the most recent ESL tests, this book presents 400 common phrasal verbs as they are used in everyday English. Phrasal verbs are verbs combined with prepositions or adverbs. Familiarity with phrasal verbs and understanding their use as nouns (breakup, showoff, etc.) or adjectives (spaced-out, broken-down, stressed-out, and many others) is essential to ESL students. Updated information includes: the most commonly used phrasal verbs; activities and examples that reflect our current technology and the world around us; an expanded introduction for the teacher with a thorough breakdown and explanation of phrasal verbs; and, a discussion of separable and inseparable phrasal verbs in Unit I, and more. This book's hundreds of

examples in context and hundreds of exercises will be extremely useful to ESL students who are preparing for TOEFL or who simply wish to improve their English.

**McGraw-Hill Handbook of English Grammar and Usage, 2nd Edition** - Mark Lester 2012-09-14

Who or Whom? / Its or It's / Lie or Lay? Can't remember those grueling grammar lessons from junior high? Troubled that your professional writing lacks polish? Stop worrying! You've just picked up the painless prescription for proper English! Acclaimed grammarians Mark Lester and Larry Beason know that English teachers aren't the only ones who expect careful and correct language choices. Precision in language can be the deciding factor when it comes to getting a job or winning a promotion.

The McGraw-Hill Handbook of English Grammar and Usage gives you bottom-line definitions, tips, and simple rules that summarize the essentials you need to know. This second edition includes a chapter dedicated to grammar and its usage in digital communication, including texting, e-mail, social media, and new technology, so you can communicate correctly in any format. Whether your skills need drastic improvement or a quick brush-up, The McGraw-Hill Handbook of English Grammar and Usage will get your grammar back on the right track with: Straightforward explanations of common mistakes and why they happen Hundreds of correct and incorrect sentence examples, with errors clearly marked Quick tips for fixing your most stubborn grammatical mishaps Catchy memory aids for

writing correctly the first time