



# Essential English Handbook

*James Kirkland, Collett B. Dilworth*

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Adapted from Concise English Handbook, 3/e, the Essential English Handbook includes all the fundamentals and mechanics of the writing process, without extended examples and exercises. Part I begins with structuring sentences. Part II then considers issues of style and voice as ways of writing with precision and control. Part III is a concise treatment of the mechanics of punctuation, while Parts IV and V cover common sentence and spelling errors. Part VI concludes by reviewing the research paper process.

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