



Kurzbeschreibung "A strong new entry for the reference shelf of anyone who writes to be understood or would like to." Pittsburgh Press

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Synopsis

The author begins with showing how to solve common problems of writing. He covers: how to recognize common problems of writing, and words and phrases that should be cut; how to shorten cumbersome sentences; how to arrange the elements of pairs, series, and compound subjects and predicates; how to recognize and rectify mismanaged participles; and how to be on the lookout for the better word. The second part of the book consists of more than 1500 recommendations for cuts, changes, and comparisons that editors make to produce writing that is concise and effective.