



Basic English Grammar For Dummies (For Dummies (Language & Literature))

Geraldine Woods

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Basic English Grammar For Dummies (For Dummies (Language & Literature)) Geraldine Woods
The easy way to brush up on your English skills

Is it good or well? There, their, or they're? Some people don't have to think twice about using proper English, but for the rest of us it can get tricky and confusing. Whether you're writing or speaking, it's all too easy to fall prey to simple mistakes that will represent you in a less-than-desirable light—which can potentially cost you a job or put you in an embarrassing social situation. Avoiding complicated grammar rules, *Basic English For Dummies* sticks to the basics and makes it easy to get up and running on what you need to know to partake in successful everyday communication, no matter your audience or medium.

Inside, you'll find plenty of examples and exercises, guidance on how to structure sentences to make yourself easily understood, and so much more. In no time, you'll leave the 'me or I?' debate at the door and speak and write confidently and correctly. Plus, you'll expand your vocabulary, find the right tone and style you want to convey in your communication, and avoid common English language pitfalls.

- Includes quizzes and self-tests
- Provides guidance on composing letters, emails, texts, and phone calls
- Explains in plain English how to improve your English skills
- Gives you instruction and exercises on putting your skills to practice right away

If English is your first language, but you missed or have forgotten the nuances that were taught in school, *Basic English For Dummies* is your go-to guide. It is also ideal for those learning English as a second language.

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