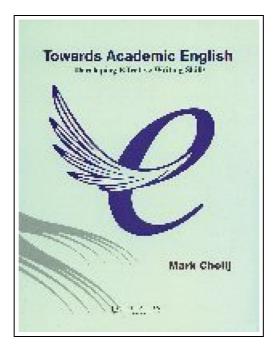
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TOWARDS ACADEMIC ENGLISH: DEVELOPING EFFECTIVE WRITING SKILLS



Cambridge University Press/Foundation Books, 2006. Softcover. Book Condition: New. First edition. Towards Academic English is a step-by-step guide to developing effective writing skills for personal, academic and professional purposes. With plenty of examples for reference and a variety of accessible tasks, the book gives guidance on, and practice in, the following key areas: ? essential grammar in context ? spelling and punctuation ? sentence harmony? problems of usage (confusing words and phrases)? common errors Designed to be used both as a resource book and a workbook, Towards Academic English systematically covers the essential aspects of good writing first at sentence level, and then at text level. Contents Introduction Section 1: Sentence Structure and Harmony 1. Word Order (Adverbs) 2. Word Order (Adverbials + Inversion) 3. Using the Comma to Separate Different Parts of a Sentence 4. Using the Colon and Semi-colon 5. Establishing the Right Connection (who/ whom/ which/ that.) 6. Establishing an Appropriate Connection (Relative Clauses) 7. Balance and Contrast (Although/ despite) 8. Emphatic Concession (.as/ .ever) 9. Sentence Variety (Participle Clauses 1) 10. Sentence Variety (Participle Clauses 2) 11. Concord (Subject-verb Agreement 1) 12. Concord (Subject-verb Agreement 1) 12. Concord (Subject-verb Agreement 1) 13. Concord (Subject-verb Agreement 1) 14. Concord (Subject-verb Agreement 1) 15. Concord (Subject-verb Agreement 1) 16. Concord (Subject-verb Agreement 1) 17. Concord (Subject-verb Agreement 1) 18. Conco verb Agreement 2) 13. Tidying Up 1 (The Hyphen and the Dash) 14. Tidying Up 2 (The Apostrophe) 15. Progress Test Section 2: Avoiding Common Mistakes (Grammar, Usage and Spelling) 1. Which Tense? 2. Gerund or Infinitive? 3. Which Verb? 4. Which Preposition? 5. Prepositional Phrases 6. Which Adjective? 7. Confusing Verb Patterns (1) 8. Confusing Verb Patterns (2) 9. Words that Look Alike or Sound the Same 10. Spotting Spelling Errors 11. Progress Test Section 3: Organizing and Developing your Writing 1. Writing a Formal Letter 2. Writing an Article 3. Descriptive Writing 4. Presenting a Balanced Argument 5. Progress Test Answer Key Printed Pages: 154.



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