

Master the Basics: English (Master the Basics Series)

Jean Yates



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Master the Basics: English (Master the Basics Series)

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Summarizes rules for capitalization and punctuation in written English

Special topics include how to express numbers, days and dates, time, and weather. A *Test Yourself* section offers many mini tests with answers. Review exercises with easy-to-reference answer keys included for each section. This latest edition includes a new chapter that helps learners identify and avoid common mistakes in pronunciation, punctuation, subject and object pronouns, adjectives, verbs and adverbs.

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