

Suggested Reading

Grammar Books

A Writer's Reference, 5th ed., by Diana Hacker. This is the book that editors use. Bedford/St. Martin's, Boston, MA.

English Grammar in Use, 3rd ed., by Raymond Murphy. A self-study reference and practice book for intermediate students of English. Cambridge University Press, New York.

English Grammar for Dummies, by Geraldine Woods. Wiley Publishing, Indianapolis, IN.

Fun Books on Grammar and on Punctuation

Eats Shoots and Leaves: The Zero Tolerance Approach to Punctuation, by Lynn Truss. This is an easy and fun way to learn the correct use of punctuation. Although the author is British, the differences between British and American usage are well defined. Penguin Group, New York.

The Well-Tempered Sentence, by Karen Elizabeth Gordon. A punctuation handbook for the innocent, and the eager, and the doomed. Houghton Mifflin Company, Boston, MA.

The Delux Transitive Vampire, by Karen Elizabeth Gordon. A fun way to learn correct noun, pronoun, and verb use, with hilarious examples that are sure to make you laugh. Pantheon Books, New York.

Style Guides

AMA Manual of Style: A Guide for Authors and Editors, 10th ed. JAMA & Archives Journals American Medical Association. Oxford University Press, New York. See pages 315–425 for serious writing guidance.

Council on Science Editors,

American Chemical Society,

American Psychological Society

E-mail:

Send, The Essential Guide to Email for Office and Home, by David Shipley and Will Schwalbe. Alfred A. Knopf, New York, 2007.

Web sites

There are numerous online tutorials and guidance on writing. Do a quick search and find the one that is right for you. These sites are usually sponsored by universities.

Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication (<http://www.icmje.org/>). This general style guide offers information for writing a scientific/medical manuscript.

Articles (a, an, the)

<http://depts.gallaudet.edu/englishworks/grammar/aanthe.html>

Prepositions

<http://depts.gallaudet.edu/englishworks/grammar/main/prep.htm>

List of prepositions

<http://www.abcteach.com/abclists/prepositions.htm>