Get PDF

OXFORD GUIDE TO PLAIN ENGLISH



Oxford University Press, United Kingdom, 2007. Softcover. Condition: New. Plain English is an essential tool for effective communication. Information transmitted in letters, documents, reports, contracts, and forms is clearer and more understandable when presented in straightforward terms. The Oxford Guide to Plain English provides authoritative guidance on how to write plain English using easy-to-follow guidelines which cover straightforward language, sentence length, active and passive verbs, punctuation, grammar, planning, and good organization.

Read PDF Oxford Guide to Plain English

- Authored by Cutts, Martin
- · Released at 2007



Filesize: 1.88 MB

Reviews

A whole new electronic book with an all new viewpoint. Of course, it really is enjoy, nonetheless an amazing and interesting literature. Once you begin to read the book, it is extremely difficult to leave it before concluding.

-- Prof. Colton Nikolaus

It becomes an incredible book that I have possibly read. I was able to comprehended every thing out of this created e pdf. You wont truly feel monotony at anytime of your time (that's what catalogs are for relating to should you check with me).

-- Alta Krajcik

This pdf is fantastic. It normally fails to cost excessive. I am just very happy to let you know that this is basically the greatest publication i actually have read through in my own lifestyle and can be he very best publication for ever.

-- Gordon Zemlak I