Grammar: (Saturday)

1. place comma before conjunction introducing independent clause
2. use proper case of a pronoun
3. participial phrase must refer to the grammatical subject

Principles of Composition:

1. choose a suitable structure:

* real-world example: consider structure of intro

1. make the paragraph the unit of composition:

- see paragraphs in paper

3. use active voice:

a. I shall always remember my first visit to Boston vs. my first visit to Boston will always be remembered by me

b. Avoid “there were”, “It was”, “It is”,

Real-world examples: look at writing in paper

4. put statements in positive form:

a. avoid the word “not”

b. avoid indefinite language

c. place a negative and positive in opposition makes a stronger structure

d. Don’t use words like “would”, “should”, “could”, “may”, “might” and “can”. These can show uncertainty

Real-world examples: consider text messages to Nithya

5.

omit needless words, avoid a succession of loose sentences, express coordinate ideas in similar form, keep related words together, keep to one tense in summaries(know what tense to use), use concrete and specific language, emphatic words go at the end of a sentence