English Grammar for Dummies

Woods, Geraldine

ISBN-13: 9780764553226

Table of Contents

Introduction.

Part I: The Parts of Speech and Parts of the Sentence.

Chapter 1: I Already Know How to Talk. Why Should I Study Grammar?

Chapter 2: Verbs: The Heart of the Sentence.

Chapter 3: Relax! Understanding Verb Tense.

Chapter 4: Who's Doing What? How to Find the Subject.

Chapter 5: Having It All: The Complete Sentence.

Chapter 6: Handling Complements. Chapter 7: Getting Hitched: Marrying Sentences.

Chapter 8: Do You Feel Bad or Badly? The Lowdown on Adjectives and Adverbs.

Chapter 9: Prepositions and Interjections and Articles, Oh My! Other Parts of Speech.

Chapter 10: Everyone Brought Their Homework: Pronoun Errors.

Chapter 11: Just Nod Your Head: About Agreement.

Part III: No Garage, but Plenty of Mechanics.

Chapter 12: Punctuation Law That Should Be Repealed: Apostrophes.

Chapter 13: Quotations: More Rules Than the Internal Revenue Service.

Chapter 14: The Pause That Refreshes: Commas.

Chapter 15: Adding Information: Semicolons, Dashes, and Colons.

Chapter 16: CAPITAL LETTERS.

Part IV: Polishing Without Wax -- The Finer Points of Grammar.

Chapter 17: Pronouns and Their Cases.

Chapter 18: Fine-tuning Verbs.

Chapter 19: Saying What You Want to Say: Descriptive Words and Phrases.

Chapter 20: Good, Better, Best: Comparisons.

Chapter 21: Parallels Without the Lines.

Part V: Rules Even Your Great-Aunt's Grammar Teacher Didn't Know.

Chapter 22: The Last Word on Verbs.

Chapter 23: The Last Word on Pronouns.

Chapter 24: The Last Word on Sentence Structure.

Chapter 25: The Last Word on Punctuation.

Part VI: The Part of Tens.

Chapter 26: Ten Ways Two to Improve Your Proofreading.

Chapter 27: Ten Ways to Learn Better Grammar.

Index.

Book Registration Information Back of Book.