

Librería
Bonilla y Asociados
desde 1950



Título: Universal Keys For Writers

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Precio: \$1276.00

Editorial:

Año: 2006

Tema:

Edición: 2ª

Sinopsis

ISBN: 9780618753970

With superior accessibility, clear organization, and comprehensive content, Universal Keys is the easiest-to-use text in the hardback handbook market. Appealing to diverse classrooms, the book includes "Worlds of Writing" boxes on language diversity, an ESL chapter, "The Guide to Language Transfer Errors," and integrated ESL Notes. The respectful, inclusive approach displays an awareness of language diversity issues and reflects the varying backgrounds of students. Lively Writing Across the Curriculum (WAC) exercises engage students with high-interest topics from the humanities, social sciences, and physical sciences. Clear style coverage with the popular "5 C's of Style" (Cut, Check for Action, Connect, Commit, and Choose the Best Words) helps students to submit their best work.