



Error-Free Writing: A Lifetime Guide to Flawless Business Writing

Robin A. Cormier

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Nothing is more frustrating than having an important business letter, memo or resume sabotaged by a glaring and embarrassing mistake. Proof-reading one's own writing can be maddening work, and failure to spot those elusive mistakes can make the best writers look sloppy, or worse, ignorant. This resource aims to provide busy writers with foolproof, time-saving techniques that zero in on typographical and grammatical errors in letters, spreadsheets, reports, brochures, proposals or any kind of business writing.

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