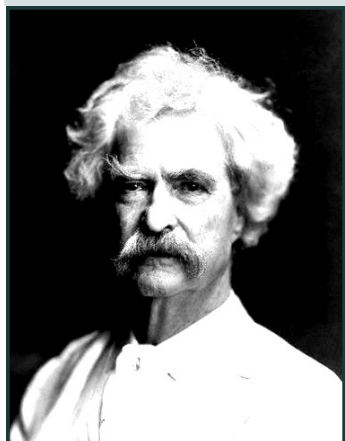




# POWER WRITING TIPS



“Writing is easy. All you have to do is cross out the wrong words.”

~Mark Twain

## Blunders You Can Avoid: Part I

Many commonly used expressions are actually blatant grammatical errors—almost grammatical felonies—gasp! Review the list of blunders and corrections below; then make yourself look good by avoiding these errors.

Blunder Expression	Correction
The reason <b>why is because</b> the order was misplaced. -or- The <b>reason is because</b> . . .	The reason is <b>that</b> the order was misplaced. (The word <i>because</i> is redundant.)
<b>Irregardless</b> of the cost, we must choose this version.	<b>Regardless</b> of the cost . . . ( <i>irregardless</i> is not a word)
Take <b>preventative</b> action now.	Take <b>preventive</b> action now. ( <i>Preventative</i> is not a word.)
Two computers <b>need repaired</b> . ( <i>need updated, need replaced</i> )	Two computers <b>need to be repaired</b> . ( <i>need to be updated, replaced</i> )

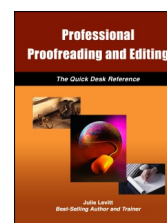
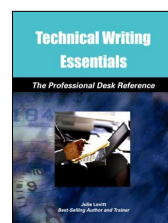
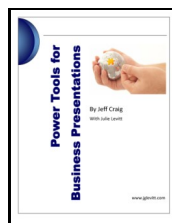
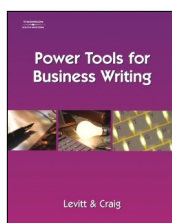
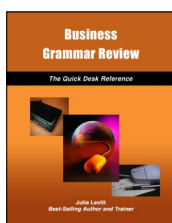
**Need Writing Solutions for Your Team? Call Us Today!**

“. . . practical tools I can use right away, and they work.”

Julie Levitt and Jeff Craig offer solid, professional training and workshops on-site and for conferences. You'll take home (and use) a high-quality participant manual. Our style is interactive, polished, and energetic. Test results consistently document participant improvement of 35% to 75% or higher.

### Participants Say:

- Great trainers!
- Best writing course I have had.
- Solid material—extremely useful!
- I have gained many practical tools I can use right away, and they work.
- Levitt is the Writing Goddess!



To schedule a course for your team, please contact us at 208-853-7027 or [jalevitt@cableone.net](mailto:jalevitt@cableone.net).