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![Image of EZ Test Online interface]

**Features and Functions**

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- Check All That Apply
- Fill In the Blank
- Numeric Response
- Matching
- Ranking
- Short Answer
- Survey
- Essay

**Uses variables to create algorithmic questions for any question type.**

**You can create multiple versions of the same test.**

**You can scramble questions to create different versions of your test.**

**Automated scoring for most of EZ test’s numerous questions types.**

**How do you get it?**

To learn if it is available with your book, contact your local McGraw-Hill Education Representatives or email mghasia_sg@McGraw-Hill.com.
What is Connect?
McGraw-Hill Connect™ is an online assignment and assessment solution that connects your students with the tools and resources they’ll need to achieve success.

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- **Simple assignment management**
  With Connect, creating assignments is easier than ever, so you can spend more time teaching and less time managing.

- **Smart grading**
  When it comes to studying, time is precious. Connect helps students learn more efficiently by providing feedback and practice material when they need it, where they need it.

- **Personalized Diagnostic and Learning Plan**
  Personal learning Plan assess students understanding of key concepts with diagnostics and adaptive questions; then tailor coaching and practice materials to each student’s skills and knowledge gaps.

- **ConnectPlus eBooks**
  Connect reinvents the textbook learning experience for the modern student. Every Connect subject area is seamlessly integrated with ConnectPlus eBooks, which are designed to keep students focused on the concepts key to their success.

Learn and View Connect Composition or Connect Writing Demo at [www.mcgrawhillconnect.com](http://www.mcgrawhillconnect.com)
Course Management Systems like Blackboard and WebCT offer you another way to integrate digital McGraw-Hill content into your class. McGraw-Hill Online Learning Center content is formatted to save you hours of computer inputting.

How instructors use it
Load McGraw-Hill content into your platform and you will have a fully populated course online. You can then customize the content to match your syllabus. You will also be able to assign specific exercises, quizzes, or readings to your students. Grades are posted automatically to let you know how students are doing as a whole, or individually. Built-in communication allows you to conduct live chats, oversee bulletin board topics, and e-mail students who might need more help than others.

How students use it
Students can visit your online course via the Internet to check the coursework you have assigned. The platform will record the students’ progress through your course, which will enable you to see where they are studying most. Self-grading quizzes also indicate exactly where students need further review. The platform’s communication system encourages student collaboration with features such as live chat rooms, asynchronous bulletin boards, or traditional e-mail.
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<td>Lee</td>
<td>9780071269612</td>
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This introductory-to-intermediate reading text provides motivating and engaging readings selected to gain and hold readers' attention; clear explanations to help grasp basic concepts for successful reading; and a wide variety of well-developed practice exercise to provide genuine thinking, interpretation, and even some improvisation.

NEW TO THIS EDITION

- New reading selections. The variety of engaging and enlightening readings established in previous editions of Reading and All That Jazz continues with over a dozen new selections. This includes more excerpts from real introductory textbooks than ever, including a complete chapter on “Jazz in America.” The authors also draw material from popular sources, including magazines, newspapers, comic strips, and even songs.
- A “jazzy” full-color design. Reading selections designed to look as they would in their original contexts transfer the reading experience from the classroom to other college courses and everyday life. Full-color visuals – graphs and charts, photographs, illustrations, and cartoons.
- More in-depth questions. Features such as In Your Own Words, Written Assignments, and Internet Activities help to hone critical acumen, writing skills, and curiosity about the world.
- Greater emphasis on cultural diversity. College campuses are increasingly diverse, and the readings and activities in Reading and All That Jazz reflect this fact.

CONTENTS

*New to this edition

**Part 1 Getting a Handle on College**
Chapter 1 How We Learn: Finding Out about Ourselves
Chapter 2 Topics, Main Ideas, and Details
Chapter 3 Determining an Author’s Purpose
Chapter 4 Transition Words and Patterns of Organization

**Part 2 Interpreting What We Read**
Chapter 5 Inference
Chapter 6 Figurative Language
Chapter 7 Tone

**Part 4 Recognizing Modes of Writing**
Chapter 8 Four Primary Modes
Chapter 9 Modes of Organization
**Part 5 Reading Critically**
Chapter 10 Fact and Opinion

Chapter 11 Bias
Chapter 12 Propaganda Techniques
Chapter 13 Evaluating the Evidence

**Part 6 Becoming Ready for Content-Area Classes**
Chapter 14 Scanning and Skimming
Chapter 15 Organizing Textbook Information
Chapter 15 “David Willoughby “Jazz in America”, from The World of Music (music appreciation textbook)

*Appendices*

Using the Dictionary
Visual Aids
Test Taking Techniques
Sample Summaries

NEW TO THIS EDITION

- New and proven readings by authors including Bill Bryson, Debra Dickerson, Cornelia Bailey, Eric Schlosser, Joe Abbott, Lynne Duke, Luis Alberto Urrea, Ian Frazier, Pamela Grim, Charles Finney, and Studs Terkel.
- Part 6: Reading Textbooks, which features academic advice as well as five diverse textbook excerpts covering American government, mass media, psychology, anthropology, and biology.
- Increased emphasis on vocabulary development with a vocabulary preview and exercises accompanying each reading.
- A multitude of exercises covering skills like determining the main idea and writer’s purpose; comprehending main ideas; making inferences; distinguishing between fact and opinion; analyzing structure; and many more, with new, additional coverage of annotating, paraphrasing, and summarizing.
- Web suggestions throughout the book, including both specific web links and suggestions for student-driven exploration and research.
CONTENTS
Improving Reading Skills: A Contemporary Reader 6/e
Part 1 Getting Started: Practicing the Basics
Identifying the Main Idea and Writer’s Purpose
Part 2 Refining the Basics
Annotating. Paraphrasing, and Summarizing
Part 3 Tackling More Challenging Prose
Part 4 Mastering Reading about Complex Ideas
Patterns of Development
Part 5 Reading About Issues
Persuasive Writing and Opinion Pieces
Paired Editorials—The Fence along the U.S.-Mexican Border
Photo Essay
Paired Websites—Two Scientific Views of Global Warming
Part 6 Reading Textbooks
Reading Comprehension Progress Chart
Index of Authors and Readings
Index of Vocabulary Preview Words

NEW

EFFECTIVE COLLEGE WRITING
2nd Edition
By Kooi Cheng Lee, Happy Goh, Janet Chan and Ying Yang

2009 (August 2009) / 168 pages
ISBN: 9780071269612
(An Asian Publication)

Effective College Writing is specifically written for pre-tertiary or tertiary students in Asian countries where the medium of instruction is English. The book aims to help students cope with writing in an academic setting through the use of the process-genre approach. Students will learn how to plan, organize, research, and produce different genres of academic writing through a variety of relevant and challenging activities and tasks. Reflection exercises, self-evaluation checklists, and peer review checklists are also included to help students be more autonomous in their learning. Each chapter of the book includes

v objectives, explaining what students will learn;
v an introduction to a genre, outlining its rhetorical structure and specialized features;
v useful expressions, structures, and transitional markers peculiar to the genre;
v text analysis, showing students how to identify thesis statement, topic sentences, and supporting ideas, using examples of students’ writing;
v reflection, asking students to think about and reinforce what they have learned; and
v writing tasks, emphasizing the process approach to genre writing.

This book is to be accompanied by a teacher’s manual consisting of suggestions on how lessons can be carried out, additional activities for practice, examples of non-expository passages, and useful supplementary material that can be photocopied.

EXERCISE YOUR COLLEGE READING SKILLS DEVELOPING MORE POWERFUL COMPREHENSION
2nd Edition
Janet Elder, Richland College
2008 / 560 pages / Softcover
ISBN: 9780073513478
ISBN: 9780071275927 [IE]
www.mhhe.com/exercise

Through the familiar and motivating metaphor of sports, Janet Elder (Entryways, New Worlds, Opening Doors) provides students extensive opportunities to learn, apply, and reinforce essential reading skills.

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To the Instructor
Introduction
The “Secrets” of Success
A User’s Guide to the Brain
Handle Textbooks and Textbook Assignments Like a Pro
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Chapter 1: Determine the Meaning of an Unfamiliar Word through Context
Chapter 2: Analyze Word Structure
Part Two: Basic Workout
Chapter 3: Determine the Topic of a Paragraph
Chapter 4: Identify the Stated Main Idea Sentence and the Supporting Details of a Paragraph
Chapter 5: Formulate the Implied Main Idea Sentence of a Paragraph
Part Three: Basic Stretching
Chapter 6: Recognize Authors’ Writing Patterns
Part Four: Advanced Workout
Chapter 7: Apply All the Basic Skills to Paragraphs
Chapter 8: Distinguish Facts from Opinions
Chapter 9: Make Inferences and Draw Conclusions
Chapter 10: Determine an Author’s Purpose, Tone, Point of View, and Intended Audience
Chapter 11: Evaluate an Author’s Argument
Part Five: Advanced Stretching
Chapter 12: Apply All the Advanced Skills to Single- and Multiple-Paragraph Selections
Part Six: Cooldown
Chapter 13: Interpret Graphic Aids
Chapter 14: Organize Information for Study
Part Seven: Grand Slam: Playing In The Big Leagues
Chapter 15: Apply All the Skills You Have Learned
How does a teacher get normally dull-as-ditch-water reading theory across to his or her students? In the dark ages, students learned how to answer reading comprehensions accurately by trial and error and by practice. These days, what we know about reading theory can take the mystery and hit-and-miss element out of learning how to answer reading comprehension questions either for the mundane purpose of passing college English examinations or, more usefully, to apply relevant skills to the reading students have to do in college. Students learn more effectively and more quickly when they are taught why certain strategies benefit them. If they can internalize the theory they can buy into it. In this book, each chapter starts with the theory or reasons why certain skills are useful and how they can be mastered, followed by comprehension exercises. Each chapter also contains a second reading passage on a topic that is commonly found at college level. Each comprehension exercise comprises questions which test skills in surface-level reading, understanding nuances, making inferences, giving opinions, and summarizing as well as gauge students’ vocabulary range.

CONTENTS
1. Can You Read?
2. How Do You Read?
3. USSR
4. Testing Your Reading Skills
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7. Allusions, Idiomatic Expressions, and Foreign Tags
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Part Three: Proofreading
34: Basics about Proofreading
35: Ten Proofreading Tests
Part Four: Related Matters
36: Spelling Improvement
37: Dictionary Use
Index

NEW

EXPLORING WRITING: SENTENCES AND PARAGRAPHS
2nd Edition
John Langan, Atlantic Cape Community College
2010 / 544 pages
ISBN: 9780073371863
Available: October 2009
http://www.mhhe.com/langan

Exploring Writing: Sentences and Paragraphs serves as a guidebook for every step of the writing process. Emphasizing both process and practice, with a focus on revision, the new second edition helps to apply and advance writing skills using John Langan's proven techniques. Mastering essential sentence skills, learning to write effective sentences, paragraphs, and essays, and becoming a critical reader are turning points for every writer, and they will prepare the students for writing situations in college and beyond.

NEW TO THIS EDITION

v The Part Closing feature "A Writer’s Template," has been revised to reflect writing across the curriculum.

v "Beyond the Classroom" writing assignments have been revised to include a brief introduction that cites the ways a particular mode of writing may be used in various other courses, such as the sciences, humanities, engineering, or business.

v A new Reflective Activity, placed at key areas of difficulty throughout the book.

v Part Four: Readings for Writers has been carefully updated with sixty percent new readings. This second edition contains a total of twenty readings as opposed to the sixteen in the previous edition.

A greater emphasis has been placed on peer review in this edition

Each part opens with a list of goals for the part and an intriguing full-page visual accompanied by a related writing prompt to get writers writing immediately and thinking about the type of writing they will be working on in the following chapters.

Fifty percent of the over 350 activities are new and the rest have been revised and updated with current concerns and issues in mind.

REALISTIC AND USEFUL WRITING ASSIGNMENTS: Paragraph and essay assignments address everyday issues such as dating, work, politics, and entertainment and apply nine patterns of paragraph development to real-life writing situations.

AN INTEGRATED VISUAL PROGRAM provides the chance to evaluate and write about over sixty visuals: paintings, photographs, and cartoons.

To purchase an electronic eBook version of this title, visit www.CourseSmart.com (ISBN: 0077320522)

CONTENTS
Part One Writing: Skills and Process
1. An Introduction to Writing
2. The Writing Process
Part Two Writing Effective Paragraphs
3. Four Steps for Writing, Four Bases for Revising
4. Nine Patterns of Paragraph Development
5. Moving From Paragraph to Essay
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Section 2: Verbs, Pronouns, and Agreement
Section 3: Modifiers and Parallelism
Section 4: Punctuation and Mechanics
Section 5: Word Use
Part Four Readings for Writers
Goals and Values
Education and Self-Improvement
Human Groups and Society
Appendix A: Parts of Speech
Appendix B: ESL Pointers
Appendix C: Sentence Skills Diagnostic Test
Appendix D: Sentence Skills Achievement Test
Appendix E: Answers to Exercises in Part III
This best-selling sentence-level worktext by John Langan continues to help students master the essential grammar, mechanics, punctuation, and usage skills needed for clear, thoughtful writing. The eighth edition of Sentence Skills, Form B features a new 4-color design that adds visual appeal and highlights key concepts to students.

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Part One: Effective Writing
Chapter One: Learning Sentence Skills
Chapter Two: A Brief Guide to Effective Writing
Chapter Three: The Writing Process
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Chapter Six: Run-Ons
Chapter Seven: Sentence Variety I
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Chapter 13: Pronoun Reference, Agreement, and Point of View
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Section 3: Modifiers and Parallelism
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Chapter 17: Dangling Modifiers
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Capital Letters and Punctuation
Word Use
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Appendix F: Answers to Introductory Activities and Practice Exercises in Part Two
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Corrections Symbols

International Edition

This best-selling sentence-level worktext by John Langan continues to help students master the essential grammar, mechanics, punctuation, and usage skills needed for clear, thoughtful writing. The eighth edition of Sentence Skills, Form A features new exercises and activities, a new visual program, and much more!

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A Brief Guide to Effective Writing
Practice in Effective Writing
Part Two: Sentence Skills
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Section 2: Mechanics
Section 4: Word Use
Part Three: Reinforcement Of Sentence Skills
Mastery Tests
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Fragments (4)
Run-Ons (4)
Standard English Verbs (4)
Subject-Verb Agreement (4)
Consistent Verb Tense (2)
Pronoun Reference, Agreement, and Point of View (4)
Pronoun Types (2)
Adjectives and Adverbs (2)
Misplaced Modifiers (2)
Dangling Modifiers (2)
Parallelism (2)
Capital Letters (4)
Numbers and Abbreviations (2)
End Marks (2)
Apostrophe (4)
Developmental English

JUMPSTART! A WORKBOOK FOR WRITERS
2nd Edition
Barbara Fine Clouse
2002 / 432 pages
ISBN: 9780072300741
ISBN: 9780071130110 [IE]
Website: www.mhhe.com/jumpstart

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Chapter 3: Writing an Essay

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Chapter 4: Subjects and Verbs
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Chapter 7: Sentence Fragments
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Chapter 9: The Present Tense/Subject-Verb Agreement
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13 selections in JUMPSTART WITH READINGS:
Part 9: Reading And Writing In Response To Reading
Chapter 29: Reading and Writing Responses to Reading
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Skip Rozin: Big White
Andrew Lam: They Shut My Grandmother’s Door
Tunku Varadarjan: Baby Names, Big Battles
Thomas H. Middleton: Have a Nice Day
Langston Hughes: Thank you M’am
Michelle M. Ducharme: A Lifetime of Production
Elizabeth Stone: For One Teacher, a Lesson about E-Mail and Privacy
Ray Hanania: One of the Bad Guys
Maya Angelou: The Fight
Karen S. Peterson: The Truth About Our Little White Lies
Chang-Lin Tien: America’s Scapegoats
Maria L. Muniz: Back, but Not Home
Appendix: The Parts of Speech
This two-book developmental writing series with help students become more effective and more confident writers by meeting students where they are and by helping them get to where they want to go. One of the authors’ primary goals in teaching writing is to help their students explore how college writing can enhance students’ lives and help them achieve their goals, whether academic, professional, or beyond. Such exploration often begins with igniting a change in how our students look at writing. Far too often, students come to the first day of class thinking of the course as something simply to “get through,” something without any real connection to what goes on outside the classroom, when, in fact, writing is an essential part of their journey. With these goals in mind, the authors have written, developed, and student-tested Going Places (P¿E), and its partner text On the Go (S¿P), so you can meet students where they are and use writing to take them where they want to go. After all, engaged students and good writers do well in their classes; they retain content better and participate more fully. They use writing to learn and to share what they know. In addition, critical thinkers and good writers participate more fully in the workplace and are more likely to advance. Whatever their destination, effective writing will make a fundamental difference in each student’s journey.

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Chapter 20 The Sentence Fragment
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Chapter 23 Pronoun Agreement, Case, and Consistency
Chapter 24 Punctuation
Chapter 25 Adjectives and Adverbs
Chapter 26 Mechanics

Part V: Reading And Thinking Critically
Chapter 27 Building Vocabulary
Chapter 28 Critical Reading, Thinking, and Writing

NEW TO THIS EDITION
v Fifty percent of the over 350 activities are new and the rest have been revised and updated with current concerns and issues in mind.
v Discussion of peer review has been moved from Chapter 15, where it was previously placed, to Chapter 2.
Peer Review is also encouraged more throughout this edition and the Four Bases Checklists contained in the modes chapters are now designed as a peer review activity.

*NEW*

**EXPLORING WRITING: SENTENCES AND PARAGRAPHS**

2nd Edition

John Langan, Atlantic Cape Community College

2010 / 544 pages

ISBN: 9780073371863

Available: October 2009

http://www.mhhe.com/langan

Exploring Writing: Sentences and Paragraphs serves as a guidebook for every step of the writing process. Emphasizing both process and practice, with a focus on revision, the new second edition helps to apply and advance writing skills using John Langan’s proven techniques. Mastering essential sentence skills, learning to write effective sentences, paragraphs, and essays, and becoming a critical reader are turning points for every writer, and they will prepare the students for writing situations in college and beyond.

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v The Part Closing feature “A Writer’s Template,” has been revised to reflect writing across the curriculum.

v “Beyond the Classroom” writing assignments have been revised to include a brief introduction that cites the ways a particular mode of writing may be used in various other courses, such as the sciences, humanities, engineering, or business.

v A new Reflective Activity placed at key areas of difficulty throughout the book.

v Part Six: Readings for Writers has been carefully updated with sixty percent new readings. This second edition contains a total of twenty readings as opposed to the sixteen in the previous edition.

v To purchase an electronic eBook version of this title, visit www.CourseSmart.com (ISBN: 0073320514)

CONTENTS

Part One: Writing: Skills And Process

1. An Introduction to Writing

2. The Writing Process

Part One: A Writer’s Template: Across Disciplines

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International Edition

A WRITER'S WORKSHOP
2nd Edition
Bob Brannan, Johnson County Community College
2006 / Softcover / 752 pages
ISBN: 9780072882223 (No Selling Rights)
ISBN: 9780071116848 [IE]
www.mhhe.com/brannan

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2. Making the Most of Reading
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5. Picturing A Place
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ENGLISH BRUSHUP
3rd Edition
John Langan, Atlantic Cape Community College Janet Goldstein
2003 / Softcover / 224 pages
ISBN: 9780072818901 (Out of Print)
ISBN: 9780071213172 [IE]
Website: http://www.mhhe.com/langan

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Part Three: Applying The Skills:
Combined Mastery Tests, Editing Tests.
Developmental Writing – Essay

NEW

*9780073371665*

COLLEGE WRITING SKILLS WITH READINGS
8th Edition
John Langan, Atlantic Cape Community College
2011 / 800 pages
ISBN: 9780073371665
Available: December 2009
(Details unavailable at press time)

NEW

*9780073383835*

A TROUBLESHOOTING GUIDE FOR WRITERS
6th Edition
Barbara Fine Clouse
2010 / 224 pages
ISBN: 9780073383835
Available: October 2009

NEW TO THIS EDITION

- 28 new troubleshooting strategies help all users improve their writing processes.
- New and expanded material on writing a thesis guides students in this critical aspect of the writing process.
- Expanded discussion of collaboration teaches students to give helpful feedback for group writing projects and peer review.
- Additional strategies for composing at the computer guide students in the way they write today.
- Expanded discussion of research and using sources guides prepares students for the expectations of composing research papers.
- Incorporation of the latest MLA and APA formats—with additional models for documenting electronic sources—keeps this text up-to-date.

NEW TO THIS EDITION

- Connect Composition, an additional online resource, is available for a separate purchase or packaged with the text. Offering unparalleled resources through the peer review function, online tutors, and numerous author videos; Connect Composition is much more than just an online handbook! This web optimized handbook with visuals, video, and Google-like search capabilities goes beyond the standard ebook in an effort to engage and interact with today’s student. For more information please contact your local sales representative.

NEW

*9780073371856*

EXPLORING WRITING: PARAGRAPHS AND ESSAYS
2nd Edition
John Langan, Atlantic Cape Community College
2010 / 736 pages
ISBN: 9780073371856
Available: October 2009
http://www.mhhe.com/langan

Exploring Writing: Paragraphs and Essays serves as a guidebook for every step of the writing process. Emphasizing both process and practice, with a focus on revision, the new second edition helps to apply and advance writing skills using John Langan’s proven techniques. Mastering essential sentence skills, learning to write effective paragraphs and essays, and becoming a critical reader are turning points for every writer, and they will prepare the students for writing situations in college and beyond.

NEW TO THIS EDITION

- Fifty percent of the over 350 activities are new and the rest have been revised and updated with current concerns and issues in mind.
- Discussion of peer review has been moved from Chapter 15, where it was previously placed, to Chapter 2.
- Peer Review is also encouraged more throughout this edition and the Four Bases Checklists contained in the modes chapters are now designed as a peer review activity.
- The Part Closing feature “A Writer’s Template,” has been revised to reflect writing across the curriculum.
- “Beyond the Classroom” writing assignments have been revised to include a brief introduction that cites the ways a particular mode of writing may be used in various other courses, such as the sciences, humanities, engineering, or business.
- A new Reflective Activity placed at key areas of difficulty throughout the book.
- Part Six: Readings for Writers has been carefully updated with sixty percent new readings. This second edition contains a total of twenty readings as opposed to the seventeen in the previous edition.
- To purchase an electronic eBook version of this title, visit www.CourseSmart.com (ISBN: 0077320514)
Chapter 14: Definition
Reading: Television Addiction, Marie Winn
Chapter 15: Division and Classification
Reading: Wait Divisions, Tom Bodett
Chapter 16: Argument
Reading: Ban The Things. Ban Them All., Molly Ivins

Part Three: Special Skills
Chapter 17: Taking Essay Exams
Chapter 18: Writing a Summary
Chapter 19: Writing a Report
Chapter 20: Writing a Résumé and Cover Letter
Chapter 21: Using the Library and the Internet

Part Four: Handbook Of Sentence Skills
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Chapter 24: Fragments
Chapter 25: Run-ons
Chapter 26: Regular and Irregular Verbs
Chapter 27: Subject-Verb Agreement
Chapter 28: Additional Information about Verbs
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Chapter 44: Editing Tests
Chapter 45: ESL Pointers

International Edition

COLLEGE WRITING SKILLS WITH READINGS
7th Edition
John Langan, Atlantic Cape Community College
2008 / 816 pages
ISBN: 9780073384085 (No Selling Rights)
ISBN: 9780071266529 [IE]
Available: July 2007
www.mhhe.com/langan

John Langan’s College Writing Skills with Readings, Seventh Edition, focuses on the essay using Langan’s renowned clear writing style, as well as his wide range of writing assignments and activities that reinforce the four bases of effective writing: unity, support, coherence, and sentence skills. For the new seventh edition, John Langan has added a variety of fresh elements to his proven approach.

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Benefits of Writing the Traditional Essay
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Writing as a Process of Discovery
Writing as a Way to Communicate with Others
Keeping a Journal
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Review Activities
Chapter 3: The First and Second Steps in Essay Writing
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Step 2: Support the Thesis with Specific Evidence
Practice in Advancing and Supporting a Thesis
Chapter 4: The Third Step in Essay Writing
Step 3: Organize and Connect the Specific Evidence
Introductions, Conclusions, and Titles
Practice in Organizing and Connecting Specific Evidence
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Editing Sentences
Practice in Revising Sentences
Chapter 6: Four Bases for Revising Essays
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Base 2: Support
Base 3: Coherence
Base 4: Sentence Skills
Practice in Using the Four Bases

Part Two: Patterns Of Essay Development
Chapter 7: Introduction To Essay Development
Chapter 8: Description
Reading: Lou’s Place, Beth Johnson
Chapter 9: Narration
Reading: The Yellow Ribbon, Pete Hamill
Chapter 10: Examples
Reading: Dad, Andrew H. Malcolm
Chapter 11: Process
Reading: How to Do Well On A Job Interview, Glenda Davis
Chapter 12: Cause and Effect
*Reading: Taming the Anger Monster, Anne Davidson
Chapter 13: Comparison and Contrast
Study Skills and First Year Orientation

P.O.W.E.R. LEARNING
Strategies for Success in College and Life
5th Edition
Roberts Feldman, University of Mass-Amherst
2011 / 416 pages
ISBN: 9780073375168
Available: January 2010
http://www.mhhe.com/power

P.O.W.E.R. Learning is the only first-year experience text with a unifying system for critical thinking and problem solving. P.O.W.E.R. Learning maximizes students' potential for success in college and in life. Using the scientifically-based, yet simple and class-tested principles of the P.O.W.E.R (Prepare, Organize, Work, Evaluate, and Rethink) system, students gain a sense of mastery and achievement as they move through the text; with the growth of their confidence comes the increased intellectual enthusiasm and personal discipline needed for them to excel.

NEW TO THIS EDITION

- Student friendly design and layout created to capture students' attention and enhance student engagement. Students will find the stunning images, charts, and photos throughout this innovative learning tool easy to digest and relate to.

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Part One: Getting Started
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Chapter 2: Making the Most of Your Time
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Part Two: Using P.O.W.E.R. for Academic Success
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A Final Word
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PEAK PERFORMANCE
Success in College and Beyond, 7th Edition
Sharon Ferrett, Humboldt State University
2010 / Softcover / 544 pages
ISBN: 9780073375120
Available: January 2009
www.mhhe.com/ferrett7e

In this best-selling text by Sharon Ferrett, Peak Performance continues to present new and returning college students with practical, hands-on methods of increasing their performance both inside and outside the classroom. It helps students make the connection between their academic efforts and their job and life skills. They will learn a variety of personal productivity skills related to positive work and study habits, as well as creative problem-solving, organizational, and interpersonal skills. This new edition has been updated to include many new hot topics and current issues relating to today's student, more "how-to" information is provided to help the student put the material into practice, and many examples have been added or revised to encourage application and personal reflection.

NEW TO THIS EDITION

- New feature in Chapter 4 entitled “Staying Safe” outlines strategies for personal safety in the wake of recent campus violence, and includes examples of suspicious behavior to report.
- New hot topics and current issues have been added to relate to today’s student including using the Internet effectively, using laptops in class, info on posting personal material online, as well as new discussion on binge drinking and abuse of prescription and over-the-counter drugs.
- New feature entitled “Starting Today” appears at the end of each chapter and asks the student to choose a strategy to immediately implement and how s/he plans to incorporate it in the daily routine.
- New box in Chapter 3 entitled “How to Say ‘No’” gives the reader specific dialog to use in situations in order to manage their time but maintain positive relationships.
- New and revised illustrations help visual learners understand key theories and concepts and provide more applications.
- Statistics have been updated and/or added throughout to support the material. Also, many examples have been added or revised to encourage application and personal reflection.

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Chapter 2: Expand Your Emotional Intelligence
Chapter 3: Manage Your Time
Chapter 4: Maximize Your Resources

Part Two: Basic Skills And Strategies
Chapter 5: Listen and Take Effective Notes
Chapter 6: Actively Read
Chapter 7: Improve Your Memory Skills
Chapter 8: Excel at Taking Tests
Chapter 9: Express Yourself in Writing and Speech

Part Three: Application
Chapter 10: Become a Critical Thinker and Creative Problem Solver
Chapter 11: Create a Healthy Mind, Body, and Spirit
The only first-year experience text with a unifying system for critical thinking and problem solving, P.O.W.E.R. Learning maximizes students' potential for success in college and in life. Using the simple, class-tested principles of the P.O.W.E.R (Prepare, Organize, Work, Evaluate, and Rethink) system, students gain a sense of mastery and achievement as they move through the text; with the growth of their confidence comes the increased intellectual enthusiasm and personal discipline needed for them to excel.

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Chapter 4. Taking Notes
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Chapter 11. Making Good Decisions
Chapter 12. Diversity and Your Relationship with Others
Chapter 13. Money Matters
Chapter 14. Stress, Health, and Wellness
A Final Word
Glossary
Endnotes
Credits
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Chapter C. Taking Charge of Your Career
Chapter T. Transfer Strategies: Making the Leap from Community College to a Four-Year School
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# COMPOSITION

## 2011

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Writing Matters is a composition handbook that focuses on the responsibilities that writers have to their readers, to other writers, to their topic, and, most especially, to themselves. The four-part framework, with its sustained attention to issues of responsibility, unites style, documentation, research, grammar, and rhetoric into a cohesive whole. This framework can help students find consistency in rules that might otherwise confound them.

Students are more likely to write well when they think of themselves as writers rather than as error-makers. As a result, Writing Matters explains "rules" in the context of writers' choices and responsibilities and addresses composition students respectfully as mature and capable fellow writers and researchers who, like all of us, have more to learn about their craft.

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Part 1 Writing Matters: Planning, Drafting, Revising, Editing, Designing
1 Writing Responsibly in the Information Age.
2 Planning Your Project.
3 Organizing and Drafting Your Project.
4 Crafting and Connecting Paragraphs.
5 Drafting and Revising Visuals.
6 Revising Globally and Locally.

Part 2 Reasoning Matters: Reading, Thinking, and Arguing.
7 Thinking and Reading Critically.
8 Analyzing and Crafting Verbal and Visual Arguments.

Part 3 Media Matters
9 Designing Printed and Electronic Documents.
10 Writing for Multiple Media.
11 Making a Multimedia Presentation.

Part 4 Research Matters
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16 Writing the Research Project.

Part 5 Documentation Matters
17 Documenting Sources: MLA Style.
18 Documenting Sources: APA Style.
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20 Documenting Sources: CSE Style.

Part 6 Genre Matters: Writing In and Beyond the Disciplines
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22 Writing in the Sciences and Social Sciences.
23 Preparing for and Taking an Essay Exam.
24 Writing in Business and as a Citizen (by Amy Taggart).

Part 7 Style Matters
25 Writing Concisely.
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28 Engaging Readers with Variety and Emphasis.
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30 Choosing Effective Words.
31 Using the Dictionary and Spelling Correctly.

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32 Understanding grammar.
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35 Maintaining Agreement.
36 Using Verbs.
37 Understanding pronoun case and reference.
38 Using Adjectives and Adverbs.
39 Avoiding Confusing Shifts.
40 Avoiding Misplaced and Dangling Modifiers.
41 Avoiding Mixed and Incomplete Constructions.

Part 9 ESL Matters
42 Understanding English Word Order and Sentence Structure.
43 Using Nouns and Noun Determiners.
44 Managing English Verbs.
45 Using Modifiers.
46 Using Prepositions.

Part 10 Detail Matters: Punctuation and Mechanics
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48 Using Semicolons.
49 Using Apostrophes.
50 Using Quotation Marks.
51 Using End Punctuation: Periods, Question Marks, and Exclamation Points.
52 Using Other Punctuation Marks: Dashes, Parentheses, Brackets, Colons, Ellipses, and Slashes.
53 Capitalizing.
54 Italicizing and Underlining.
55 Abbreviating and Using Acronyms and Initialisms.
56 Using Numbers.
57 Using Hyphens.
BRIEF MCGRAW-HILL HANDBOOK REVISED MLA UPDATE
Elaine Maimon, Governors State University
Janice Peritz, Queens College
Kathleen Yancey, Florida State University-Tallahassee
2010 / 704 pages
ISBN: 9780077389208
Available: August 2009

Drawing on its authors' more than twenty years of research into writing in college, this economy handbook offers extensive technological support and an indispensable resource for learning, writing, researching, and editing. The Brief McGraw-Hill Handbook features practice exercises throughout, a focus on visual rhetoric, content tied to outcomes, grammar diagnostic quizzes, strong coverage of research and plagiarism, extensive support for multilingual writers, a fully integrated online component, and much more.

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   3. Drafting
   4. Revising and Editing
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   6. Informative Reports
   7. Interpretive Analyses and Writing about Literature
2. Writing in College and Beyond College
   6. Informative Reports
   7. Interpretive Analyses and Writing about Literature
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   Abbreviations and Symbols for Editing and Proofreading
We understood that they needed a handbook for the twenty
previous generations of students, and so were their expectations.

As we wrote the first edition of The McGraw-Hill Handbook, our
students were in our minds, acting as our chief consultants. We

NEW TO THIS EDITION

v “Resources for Writers” Foldouts: Four quick-reference foldouts
include the latest MLA and APA documentation information, fixes for
the college writers’ most common editing errors that college writers
make, grammar help for multilingual writers, a directory of resources
in 30 disciplines, and a world map.

v New Attention to Outcomes: Boxes at each part opening indicate
how the material in that section of the book will help students develop
frequently assessed skills such as rhetorical knowledge, mastery of
the writing process, and critical thinking. Checklists throughout the
book on topics such as avoiding plagiarism and grammar diagnostic
quizzes—now online—help students assess their own work.

v Expanded Coverage of Visual Rhetoric: New sections on visual
argument help students read visual argument critically and use it
effectively. A new Visual Rhetoric icon guides students and instructors
to sections dealing with visuals, with a complete listing of sections in
the back of the book. These features expand the previous edition’s
integrated coverage of visual rhetoric, including content such as
“Learning in a Multimedia World” in Chapter 1 and an entire chapter
(17) on “Finding and Creating Visuals.”

v Enhanced Treatment of Grammar in the Context of Editing: A
new Common Errors icon throughout the text highlights students’ most
common writing problems—these sections are listed in the back of
the book and referenced on the new foldout addressing common issues in
student writing. A revised section for multilingual students addresses
Generation 1.5 of English language learners: students with marginal
proficiency in English as well as one or more other language(s).
Chapter 60: Italics and Underlining
Chapter 61: Apostrophes
Chapter 62: Hyphens
Chapter 63: Spelling

Part Twelve: Guide for Multilingual Writers
Chapter 64: Language Basics
Chapter 65: Sentence Structure
Chapter 66: Error Analysis

Part Thirteen: Further Resources for Learning

NEW TO THIS EDITION

v Expanded Coverage of Visual Rhetoric. A new Visual Rhetoric icon guides students and instructors to sections dealing with visuals, with a complete listing of sections in the back of the book. These features expand the previous edition’s strong focus on visual rhetoric, including chapters such as “Learning in a Multimedia World” in Tab 1 and “Finding and Designing Effective Visuals” in Tab 5.

v Enhanced Treatment of Grammar in the Context of Editing: A new Common Errors icon throughout the text highlights students’ most common writing problems—these sections are listed in the back of the book and referenced on the new foldout addressing common issues in student writing. A revised section for multilingual students addresses Generation 1.5 of English language learners: students with marginal proficiency in English as well as one or more other language(s).

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17. Writing to Get and Keep a Job
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19. Designing Print and Online Sources
20. Finding and Creating Effective Visuals
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*9780073383774*

A WRITER’S RESOURCE, COMB
3rd Edition
Elaine Maimon, University of Alaska. Janice Peritz, Queens College and Kathleen Vancev, University of Alaska, Janice Peritz, Queens College and Kathleen Vancev, Florida State University-Tallahassee

2010 / Softcover / 704 pages
ISBN: 9780073383774
Available: January 2009

www.mhhe.com/awr3e

With its enhanced treatment of grammar and new attention to outcomes, A Writer’s Resource 3/e continues to set the bar for contemporary handbooks. Today’s students don’t rely on pens or typewriters: they use computers to write. They don’t just do research: they find their way through a maze of online information. They don’t just read print: they analyze visuals. They don’t just come to class: they participate in an online learning community. These changes have put new demands on composition courses. With its focus on writing in today’s environment, integrated coverage of technology and visual rhetoric, hallmark coverage of writing across the curriculum, and brief, tabbed format A Writer’s Resource 3/e has been designed to provide today’s students with a compact, easy-to-use resource for writing in college and beyond.

NEW TO THIS EDITION

v “Resources for Writers” Foldouts: Revised and expanded, these four quick-reference foldouts now include the latest MLA and APA documentation information, fixes for the most common editing errors that college writers make, grammar help for multilingual writers, a directory of resources in 30 disciplines, and a world map. The documentation foldouts feature visual guidelines for citing sources and decision-tree diagrams that guide students to model citations.

v New Attention to Outcomes: Boxes at each part opening indicate how that section of the book helps students develop frequently assessed skills such as rhetorical knowledge, understanding of the writing process, and critical thinking. Checklists throughout the book on topics such as avoiding plagiarism, and online grammar diagnostic quizzes help students assess their own work.

v Increased Coverage of Integrating Sources: New Source Smart boxes throughout Tab 5. A new chapter covers Plagiarism, Copyright, and Intellectual Property (Chapter 23). Guidelines for appropriate use of electronic sources including blogs and podcasts, and an expanded section on evaluating Web sources help students draw on a range of media.
We understood that they needed a handbook for the twenty-first of previous generations of students, and so were their expectations. We knew that their perspectives on college life were different from those students were in our minds, acting as our chief consultants. We endeavored to make it an even stronger and more varied resource also to learning in college. In revising the second edition, we have textboxes such as “Learning in a Multimedia World” in Tab 1 and “Finding and Designing Effective Visuals” in Tab 5.

NEW TO THIS EDITION

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v Enhanced Treatment of Grammar in the Context of Editing: A new Common Errors icon throughout the text highlights students’ most common writing problems—these sections are listed in the back of the book and referenced on the new foldout addressing common issues in student writing. A revised section for multilingual students addresses Generation 1.5 of English language learners: students with marginal proficiency in English as well as one or more other language(s).

v Expanded Coverage of Visual Rhetoric. A new Visual Rhetoric icon guides students and instructors to sections dealing with visuals, with a complete listing of sections in the back of the book. These features expand the previous edition’s strong focus on visual rhetoric, including chapters such as “Learning in a Multimedia World” in Tab 1 and “Finding and Designing Effective Visuals” in Tab 5.

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5. MLA Documentation Style
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   28. MLA Style: Explanatory Notes
Rules of Thumb

8th Edition
Jay Silverman and Diana Roberts Wienbroer of Nassau Community College
Elaine Hughes (deceased)

2010 / 224 pages
ISBN: 9780073384009
Available: June 2009
http://www.mhhe.com/rules8e

Rules of Thumb is a concise, user-friendly, and affordable handbook developed around students' real writing needs. An invaluable companion for writers at all levels, it gives students the advice they need on writing, research, grammar, and style in a clear and engaging voice. Reflecting the most current APA documentation styles, the eighth edition remains the ideal handbook for improving grammar without overwhelming student writers with specialized terminology.

NEW TO THIS EDITION
- Reflects the latest style guidelines, including 2009 MLA and 2008 APA documentation rules.
- Features updated coverage of research methods, including scholarly sources now available online and an expanded section on “Going Beyond Google and Wikipedia”.
- Separates the material on parallel structure, dangling construction, and mixed sentence patterns into easier to find, individual chapters.
- Adds new and expanded coverage of repetition, slang and IM abbreviations, verb tenses, introductions, and conclusions.
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NEW TO THIS EDITION
A Range of formats are available. The McGraw-Hill Guide 2e is available as a 800-page print text, including handbook; in a print version without handbook; as a customizable product (you choose the content you want); and as an Online product that includes extending content (more readings, more student examples, practice activities, etc.).

To purchase an electronic eBook version of this title, visit www.CourseSmart.com (ISBN: 0077322487)

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28 new troubleshooting strategies help all users improve their writing processes.

New and expanded material on writing a thesis guides students in this critical aspect of the writing process.

Expanded discussion of collaboration teaches students to give helpful feedback for group writing projects and peer review.

Additional strategies for composing at the computer guide students in the way they write today.

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This eighth edition of The Student Writer: Editor and Critic strengthens the text’s commitment to helping students become better writers by helping them develop their own successful writing processes and by helping them become reliable critics and editors of their own texts. It also maintains the text’s commitment to demonstrating the importance of writing across the curriculum, in the workplace, and in students’ private lives.

NEW TO THIS EDITION

v New, more analytic student and professional essays on high-interest topics, including video games, torture warrants, e-mail communication between students and professors, and public displays of anger energize this edition.

v Several new, interesting images increase the visual appeal and offer new focus for writing topics.

v Expanded discussions of audience, purpose, thesis development, order of details, introductions, conclusions, and body paragraphs are even more helpful to students.

v Coverage of agreement with plural indefinite pronouns has been added.

v Thoroughly revised coverage of research conforms to new MLA guidelines and gives special attention to electronic research and online citations.

v “Myths about Sources” in each pattern of development section dispel common misconceptions students have about using sources.

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International Edition

THE SHORT PROSE READER (BOOK ALONE)
12th Edition
Gilbert H Muller and Harvey S Wiener of City University of New York
2009 / 608 pages
ISBN: 9780073533148
ISBN: 9780071269230 [IE]
Available: December 2008
http://www.mhhe.com/shortprose

This rhetorically organized reader maintains the best features of the earlier editions: lively reading selections supported by helpful apparatus to integrate reading and writing in college composition and reading courses. In working through the text, the student progresses from key aspects of the writing and reading processes to chapters on the essential patterns of writing and then to more rigorous forms of analysis and argument. Each chapter provides diverse and lively prose models suited for discussion, analysis, and imitation.

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Glossary
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Index Of Authors And Titles
WRITING TODAY
2nd Edition
Donald Pharr, Saint Leo University Saint Leo and Santi V Buscemi, Middlesex County College
2009 / Softcover / 880 pages
ISBN: 9780073533223 (Book only)
Available: July 2008
Website: http://www.mhhe.com/writingtoday2

Writing Today begins with a chapter helping students learn the skills they will need to thrive throughout college and continues to promote reading and writing as practical tools both in college and in the work world. Full chapters on Group Projects and Oral Presentations teach students how to not only be successful in the classroom, but in the world of work as well. Now with a full-color design, students are sure to be engaged as they focus on the both the academic and professional contexts of writing.

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CONCISE MCGRAW-HILL GUIDE: WRITING FOR COLLEGE, WRITING FOR LIFE
Duane Roen, Arizona State University, Gregory R Glas of Northern Arizona University and Barry Maid, Arizona State University
2009 / Softcover / 688 pages
ISBN: 9780077236021
Available: February 2008
Website: http://www.mhhe.com/mhguide

The Concise McGraw-Hill Guide is designed to help students learn to write more effectively not only in their college courses but also in their professional, civic, and personal lives. An affordable reader, rhetoric, and research guide, The Concise Guide shows students how to set goals for their writing, to use effective composing strategies to reach those goals, and to assess their progress toward achieving them. Based on the idea that effective writers are strong communicators in any context, The Concise McGraw-Hill Guide emphasizes the skills established by the Writing Program Administrator’s Outcomes Statement that form the foundation of assessment practices at writing programs throughout the country -- rhetorical knowledge, critical thinking, writing processes, and conventions. These skills form the basis of the instruction in each assignment chapter and throughout the text.

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The Brief McGraw-Hill Guide is designed to help students learn to write more effectively not only in their college courses but also in their professional, civic, and personal lives. Combining a flexible reader, rhetoric, and research guide, The Brief Guide shows students how to set goals for their writing, to use effective composing strategies to reach those goals, and to assess their progress toward achieving them. Based on the idea that effective writers are strong communicators in any context, The Brief McGraw-Hill Guide emphasizes the skills established by the Writing Program Administrator’s Outcomes Statement that form the foundation of assessment practices at writing programs throughout the country -- rhetorical knowledge, critical thinking, writing processes, and conventions. These skills form the basis of the instruction in each assignment chapter and throughout the text.

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The seventh edition of John Langan’s College Writing Skills focuses on the essay using Langan’s renowned clear writing style, as well as his wide range of writing assignments and activities that reinforce the four bases of effective writing: unity, support, coherence, and sentence skills. For this new edition, John Langan has added a variety of fresh elements to his proven approach.

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International Edition

COLLEGE WRITING SKILLS WITH READINGS
7th Edition
John Langan, Atlantic Cape Community College
2008 / 816 pages
ISBN: 9780073384085 (No Selling Rights)
ISBN: 9780071266529 [IE]
Available: July 2007
www.mhhe.com/langan

John Langan’s *College Writing Skills with Readings*, Seventh Edition, focuses on the essay using Langan’s renowned clear writing style, as well as his wide range of writing assignments and activities that reinforce the four bases of effective writing: unity, support, coherence, and sentence skills. For the new seventh edition, John Langan has added a variety of fresh elements to his proven approach.

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Confronting Problems
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*Here’s To Your Health*, Joan Dunayer
*How to Make It In College, Now That You’re Here*, Brian O’Keeney
College Lectures: *Is Anybody Listening?*, David Daniels
Seven Ways to Keep The Peace at Home, Daniel A. Sugarman
In Praise of the F Word, Mary Sherry
*A Scary Time to Raise a Daughter*, Steve Lopez
Reading Comprehension Chart

Argumentation Texts

NEW

*9780073383781*

READ, REASON, WRITE
9th Edition
Dorothy U Seyler, Northern Virginia Community College

2010 / Softcover / 768 pages
ISBN: 9780073383781 (Book alone)
Available: June 2009
http://www.mhhe.com/seyler9e

FEATURES

v Enhanced Visual Program: Chapters now begin with an image—a photograph or cartoon—and accompanying questions, offering students a visual entryway into the material of the chapter as well as an opportunity to practice their visual analysis skills. Read, Reason, Write also features two full-color inserts, featuring examples of advertisements, photojournalism, and other essential forms of visual argument.

v Revised Readings: Of the 111 readings, plus 7 student essays, 56 are new. All 11 chapters of the reader have been refocused and refreshed with new readings, and two chapters are entirely new: “Society and Values in an iPod World” and “Storm Clouds over America: Where Are We Headed?”

v Updated Research Coverage: The four chapters covering the research process have been streamlined, with a new emphasis on electronic searches.

v Extensive Coverage of Argument Strategies: Coverage of the major strategies for understanding and creating argument, including Toulmin, Rogerian, and Aristotelian, complements coverage of essential forms of argument: visual arguments, definition arguments, position papers, causal and problem/solution arguments.

v Comprehensive Logic Coverage: The text features a full chapter on logical fallacies, induction, and deduction.

v Extensive Writing Coverage: The text offers guidelines for writing arguments and robust writing and research material throughout, taking students from drafting through revising to finished essay.

v Strong Coverage of Critical Reading and Analyzing Sources: Section 1, “Critical Reading,” consists of 2 chapters, “Writers and Their Sources” and “Responding Critically to Sources.” These chapters highlight the importance of reading to successful writing, a theme emphasized throughout the text.

v Literature and Classic Arguments: Read, Reason, Write continues to offer a selection of classic arguments by writers such as George Orwell, Jonathan Swift, and Martin Luther King, Jr.—as well as a collection of literary arguments by authors such as Marvell, Shakespeare, and Langston Hughes.

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Chapter 6 Reading, Analyzing, And Using Visuals And Statistics In Argument
Section 3 Studying Some Arguments By Genre
Chapter 7 Definition Arguments
Chapter 8 Evaluation Arguments
Chapter 9 The Position Paper: Claims Of Value
Chapter 10 Arguments About Cause
Chapter 11 Presenting Proposals: The Problem/Solution Argument
Section 4 The Researched And Formally Documented Argument
Chapter 12 Locating, Evaluating, And Preparing To Use Sources
Chapter 13 Writing The Researched Essay
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Chapter 21 Marriage And Gender Issues: The Debates Continue
Chapter 22 Globalism: How Do We Fit In?
Chapter 23 The American Dream: Reality, Myth, Goal?
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Writing Related Software

CATALYST 3.0
Duane Roes
2009
ISBN: 9780077255367
ISBN: 9780077289546 (With Net Tutor)
Available: July 2009
www.mhcatalyst3.com

Catalyst 3.0, McGraw-Hill’s premier online resource for writing, research and editing, enhances student learning and empowers instructors. Catalyst 3.0 offers:

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- Catalyst 3.0 offers writing instructors a New Learning Management System. It allows instructors to control what resources students can access, monitor class enrollment, track class progress, post custom documents, and more!

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(Includes additional material for multilingual writers about Adjectives and Adverbs)
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7 Clichés, Slang, Jargon, Colloquialisms
(Includes additional material for multilingual writers about Word Choice)
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(Includes additional material for multilingual writers about Sentence Building Blocks and Sentence Structure)
26 Phrases and Clauses
27 Pronouns
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29 Pronoun-Antecedent Agreement
30 Punctuation Marks, Other
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33 Semicolons
34 Sentence Fragments
35 Sentence Types
36 Sentence Variety
37 Spelling
38 Subject/Verb Agreement
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Introduction to Literature

RESPONDING TO LITERATURE: STORIES, POEMS, PLAYS, AND ESSAYS

5th Edition
Judith Stanford, Rivier College
2006 / Softcover / 1248 pages
ISBN: 9780072962789
ISBN: 9780071244787 [IE]
Available: June 2005
www.mhhe.com/stanford5

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1. Why Read Literature?
2. Joining the Conversation: Ways of Talking about Literature
3. Continuing the Conversation: Considering Genre and Listening to Other Voices
4. Writing About Literature
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INTRODUCTION TO REFERENCE WORK, VOLUME I
8th Edition
William A. Katz, SUNY - Albany
2002 / Hardcover / 528 pages
ISBN: 9780072441079
ISBN: 9780071120746 [IE]

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INTRODUCTION TO REFERENCE WORK, VOLUME II
8th Edition
William A. Katz, SUNY - Albany
2002 / Hardcover / 240 pages
ISBN: 9780072441437
ISBN: 9780071120739 [IE]

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Part III: Interview And Search
Chapter 7: The Reference Interview
Chapter 8: Rules of the Search
Part IV: Instruction And Reference Policies
Chapter 9: Instruction in Information Literacy
Chapter 10: Reference Service Policies and Evaluation

AUTONOMY IN LANGUAGE LEARNING
Christian Chia
2007 / 72 pages
ISBN: 9780071262194
Available: May 2007
[An Asian Publication]
Empowering learners to become independent and lifelong learners takes on a pivotal role in the Singapore education scene with a new initiative known as the Strategies for Active and Independent Learning (SAIL) being tried out in schools here. This book is written for teachers who are concerned with promoting autonomous learning by using IT and Internet resources. The first section aims to acquaint readers with important theoretical concepts central to the field of learner autonomy, such as the rationale for promoting autonomy in learning as well as the possible challenges in doing so. The second section provides readers with useful practical tips by giving information as to how autonomy can be fostered through self-access learning. Numerous websites where learners can access to engage in interesting online activities to improve their language proficiency are also included, making this book a valuable resource for teachers who want to tap on Internet resources for elearning purposes.

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Appendix 7 Sample Handout – Learning Plan
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PHONICS AND BEGINNING READING
David Deterding and Sally Ann Jones
2007 / 88 pages
ISBN: 9780071262187
Available: May 2007
[An Asian Publication]

Phonics and Beginning Reading offers an overview of phonics within the context of theories of reading. It shows how phonics can be an exceptionally valuable tool in helping children learn to read as part of a balanced reading programme. In addition to providing a mapping between the letters of English and how they are pronounced using standard International Phonetic Alphabet (IPA) symbols, the book shows how these rules for symbol-sound correspondences can be utilised by children as they develop skills in the decoding of texts. Practical suggestions for the classroom are also given. Furthermore, the book discusses issues that arise when phonics is adopted as part of a reading programme for children in Southeast Asia, largely because of idiosyncratic features of pronunciation found in the region.

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Children's Books
Websites

TASK DESIGN, IMPLEMENTATION AND ASSESSMENT
Phillip Towndrow
2007 / 136 pages
ISBN: 9780071261838
Available: May 2007
[An Asian Publication]

This book is a survival guide in using Information and Communication Technology (ICT) effectively. The approach adopted seeks to understand the complex ecology of language learning contexts with ICT by describing and dealing with issues that teachers face in their daily work. A customisable framework for action is presented where priority is given to the crucial role teachers play in making decisions about the design, implementation and assessment of learning experiences.

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### COMP REQUEST

*Please indicate ISBN No, Author & Title*

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