



Handbook of Business English

By George Burton Hotchkiss

Rarebooksclub.com, United States, 2012. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****.This historic book may have numerous typos and missing text. Purchasers can download a free scanned copy of the original book (without typos) from the publisher. Not indexed. Not illustrated. 1914 Excerpt: .unfess obvious, should be indicated by a connective word or phrase, as, therefore, hence, accordingly, as a result, and so on. Example: If your work-rooms are not properly ventilated your employees cannot do efficient work. You lose money as a result, because you lose service. 187. When one sentence makes a statement contrasting with a preceding sentence, such relation should be shown by some connective, such as but, nevertheless, on the other hand, and so on. Example: Our orders at first will be tentative. In a very short time, however, we shall be in a position to gauge the demand and frame our orders accordingly. 188. Connection between sentences can be secured by the use of demonstratives (this, that, etc.), pronouns (he, it, they, etc.), and by repetition. Example: As a solution of the problem of foul air, we suggest our electric suction fan. It will...



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