

Table of Contents/Skills for *Editor-in-Chief B2*
Critical Thinking Books & Software

Grammar and Usage

- Adjectives and Adverbs
- Agreement
- Articles/Pronouns
- Comparative/Superlative
- Confused word pairs
- Double negatives
- Verb tense: participate/linking/helping

Spelling and Punctuation

- Apostrophes/Comma Use/Periods
- Marks: exclamation/question/quotation
- Homonyms/Plurals
- Sentences: run-ons/fragments
- Letter Format

Capitalization

- Proper nouns/Adjectives
- Sentences/Quotes
- Titles/Abbreviations