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editorial style, with advice on punctuation, capitalization, spelling, abbreviations, table formatting, and the use of quotations. Style and citation recommendations have been revised throughout to reflect the sixteenth edition of The

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**Pattern Recognition and
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do. If you use Word to do your job, like me, and have wished that Word 'could only do this or only do that' . . . check it out. -Doug Clapp, PocketPCPress Jack M. Lyon is a book editor who got tired of

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working the hard way and started creating programs to automate editing tasks in Microsoft Word. He's been working in publishing since 1978 and editing on the computer since 1985. In 1996

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*he founded the Editorium
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*and operates Waking Lion
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Sharpen the skills measured

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ambiguities that most writers
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ambiguities; how to make your*

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