

CONTENTS

PART I

CHAPTER I. VOCABULARY, pp. 11-68

General Principles	11
Familiar and far-fetched words	14
Concrete and abstract expression	15
Circumlocution	15
Short and long words	16
Saxon and Romance words	16
Requirements of different styles	17
Malaprops	18
Neologisms	28
Americanisms	33
Foreign words	36
Formation	46
Slang	57
<i>Individual</i>	62
<i>Mutual</i>	65
<i>Unique</i>	67
<i>Aggravate</i>	68

CHAPTER II. SYNTAX, pp. 69-179

Case	69
Number	73
Comparatives and superlatives	78
Relatives	83
Defining and non-defining relative clauses	83
That and <i>who</i> or <i>which</i>	88
And <i>who</i> , and <i>which</i>	93
Case of the relative	101
Miscellaneous uses of the relative	104
It that	112

Participle and gerund	116
Participles	119
The gerund	124
Distinguishing the gerund	124
Omission of the gerund subject	133
Choice between gerund and infinitive	138
Shall and will	142
The pure system	144
The coloured-future system	146
The plain-future system	147
Second-person questions	149
Examples of principal sentences	149
Substantival clauses	154
Conditional clauses	158
Indefinite clauses	160
Examples of subordinate clauses	161
Perfect infinitive	163
Conditionals	165
<i>Doubt that</i>	167
Prepositions	170

CHAPTER III. AIRS AND GRACES, pp. 180-227

Certain types of humour	180
Elegant variation	184
Inversion	189
Exclamatory	190
Balance	191
In syntactic clauses	196
Negative, and false-emphasis	199
Miscellaneous	201
Archaism	203
Occasional	203
Sustained	207
Metaphor	209
Repetition	218

Miscellaneous	222
Trite phrases	222
Irony	224
Superlatives without <i>the</i>	225
Cheap originality	226

CHAPTER IV. PUNCTUATION, pp. 228-299

General difficulties	228
General principles	233
The spot plague	235
Over-stopping	240
Under-stopping	243
Grammar and punctuation	244
Substantival clauses	244
Subject, &c., and verb	247
Adjectival clauses	251
Adverbial clauses	252
Parenthesis	255
Misplaced commas	257
Enumeration	258
Comma between independent sentences	263
Semicolon with subordinate members	265
Exclamations and statements	266
Exclamations and questions	268
Internal question and exclamation marks	270
Unaccountable commas	271
The colon	271
Miscellaneous	272
Dashes	274
General abuse	274
Legitimate uses	275
Debatable questions	278
Common misuses	282
Hyphens	284
Quotation marks	289
Excessive use	289

Quotation marks (*continued*)

Order with stops	291
Single and double	296
Misplaced	297
Half quotation	298

PART II. pp. 300 to the end

EUPHONY, §§ 1-10

1. Jingles	300
2. Alliteration	301
3. Repeated prepositions	302
4. Sequence of relatives	302
5. Sequence of <i>that</i> , &c.	303
6. Metrical prose	304
7. Sentence accent	305
8. Causal <i>as</i> clauses	307
9. Wens and hypertrophied members	309
10. Careless repetition	313

QUOTATION, ETC., §§ 11-19

11. Common misquotations	314
12. Uncommon misquotations of well-known passages	314
13. Misquotation of less familiar passages	315
14. Misapplied and misunderstood quotations and phrases	315
14 a. <i>Parvum in multo</i>	316
15. Allusion	317
16. Incorrect allusion	317
17. Dovetailed and adapted quotations and phrases	318
18. Trite quotations	320
19. Latin abbreviations, &c.	321

GRAMMAR, §§ 20-37

20. Unequal yokefellows and defective double harness	322
21. Common parts	324
22. The wrong turning	326
23. Ellipse in subordinate clauses	327
24. Some illegitimate infinitives	328

CONTENTS

9

25. 'Split' infinitives	329
26. Compound passives	330
27. Confusion with negatives	332
28. Omission of <i>as</i>	334
29. Other liberties taken with <i>as</i>	335
30. Brachylogy	336
31. Between two stools	337
32. The impersonal <i>one</i>	338
33. <i>Between . . . or</i>	339
34. <i>A</i> placed between the adjective and its noun	340
35. <i>Do</i> as substitute verb	340
36. Fresh starts	341
37. Vulgarisms and colloquialisms	341

MEANING, §§ 38–48

38. Tautology	342
39. Redundancies	343
40. <i>As to whether</i>	344
41. Superfluous <i>but</i> and <i>though</i>	345
42. <i>If and when</i>	345
43. Maltreated idioms	346
44. Truisms and contradictions in terms	349
45. Double emphasis	351
46. 'Split' auxiliaries	352
47. Overloading	354
48. Demonstrative, noun, and participle or adjective	355

AMBIGUITY, §§ 49–52

49. False scent	356
50. Misplacement of words	356
51. Ambiguous position	357
52. Ambiguous enumeration	359

STYLE, § 53 to the end

53. Antics	359
54. Journalese	362
55. <i>Somewhat</i> , &c.	363

CONTENTS

56. Clumsy patching	366
57. Omission of the conjunction <i>that</i>	367
58. Meaningless <i>while</i>	368
59. Commercialisms	369
60. Pet Phrases	370
61. <i>Also</i> as conjunction; and &c.	371
62. Anacoluthon	371