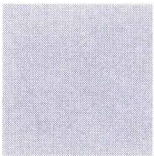


CONTENTS



Acknowledgements	4
Preface	5
UNIT 1. Studies and research	7
UNIT 2. Articles and research papers	10
UNIT 3. Phrases and collocations	12
UNIT 4. The first person and its alternatives	19
UNIT 5. Contracted forms	22
UNIT 6. Exemplification	24
UNIT 7. Classification	26
UNIT 8. Cause and effect	28
UNIT 9. Similarity and contrast	30
UNIT 10. Data analysis	32
UNIT 11. Paraphrasing and linking ideas	36
UNIT 12. Frequently confused words	39
UNIT 13. Common abbreviations	43
UNIT 14. Nouns	45
UNIT 15. Conditional sentences	50
UNIT 16. Passive voice	53
UNIT 17. Relative clauses	58
UNIT 18. Possessive	62
UNIT 19. Cleft sentences	66
UNIT 20. Inversion	69
Key	75
References	91