

GRAMMAR ESSENTIALS



- ❖ Review the art and science of writing
- ❖ Refresh your writing skills
- ❖ Re-learn the rules of punctuation, grammar and sentence structure

Who Should Attend?

All Employees

When?

Tuesdays, (4 Half Days)

January 25; February 1, 8 & 15, 2005

8:45 a.m. – 12:00 p.m.

Must attend all sessions

Program fee payable to Harold Washington College: \$35.00

Where?

Management Institute & Employee Development Center

333 South State Street

5th Floor, Suite 520

Coordinator: Brenetta Stephenson

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