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The Nuts and Bolts of College Writing

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The Nuts & Bolts of College Writing. Hackett, 2003. 103p. Reviewed in 2004Apr CHOICE.

Unusual for a style handbook, *Nuts and Bolts* embeds writing advice in essays that identify rhetorical structures as tools for "shaping your ideas, questions and convictions to share with others." While it offers suggestions that will help writers fine-tune their sentences and paragraphs, it has a lot to say about the machinery of college writing on a grander scale--the switches, transformers, and fans which must function well before a unit can be bolted together. Thoughtful chapters cover concision, clarity, flow, punctuation, gracefulness, using sources, paragraphs, and beginnings and endings; the table of contents can help a writer pinpoint sections, but the context provided by the essays is what makes this guide shine. Examples are taken from a broad range of humanities disciplines, and an appendix summarizes document and citation styles in Chicago, MLA, and APA formats. This worthy successor to Strunk and White concludes, "When you write something worth reading it won't be because you followed the rules and conventions It will be because you had something real to say, and said it with clarity and grace." **Summing Up:** Highly recommended. All collections.

-- P. Finley, *University of Nevada, Las Vegas*