

**HANDBOOK OF BLUNDERS  
DESIGNED TO PREVENT  
1,000 COMMON BLUNDERS  
IN WRITING AND SPEAKING**

Published @ 2017 Trieste Publishing Pty Ltd

ISBN 9780649320660

Handbook of Blunders Designed to Prevent 1,000 Common Blunders in Writing and Speaking  
by Harlan H. Ballard

Except for use in any review, the reproduction or utilisation of this work in whole or in part in any form by any electronic, mechanical or other means, now known or hereafter invented, including xerography, photocopying and recording, or in any information storage or retrieval system, is forbidden without the permission of the publisher, Trieste Publishing Pty Ltd, PO Box 1576 Collingwood, Victoria 3066 Australia.

All rights reserved.

Edited by Trieste Publishing Pty Ltd.  
Cover @ 2017

This book is sold subject to the condition that it shall not, by way of trade or otherwise, be lent, re-sold, hired out, or otherwise circulated without the publisher's prior consent in any form or binding or cover other than that in which it is published and without a similar condition including this condition being imposed on the subsequent purchaser.

[www.triestepublishing.com](http://www.triestepublishing.com)

**HARLAN H. BALLARD**

**HANDBOOK OF BLUNDERS  
DESIGNED TO PREVENT  
1,000 COMMON BLUNDERS  
IN WRITING AND SPEAKING**



HANDBOOK OF BLUNDERS

DESIGNED TO PREVENT

1,000 COMMON BLUNDERS

IN

*WRITING AND SPEAKING*

BY

HARLAN H. BALLARD, A.M.  
PRINCIPAL OF LENOX ACADEMY  
LENOX, MASS.

BOSTON

LEE AND SHEPARD PUBLISHERS

NEW YORK CHARLES T. DILLINGHAM

1885

92.67.62

HARVARD COLLEGE LIBRARY  
BEQUEST OF  
DR. WILLIAM L. RICHARDSON  
FEBRUARY 24, 1933

Copyright, 1894,  
BY LEE AND SHEPARD.  
All Rights Reserved.  
HANDBOOK OF BLUNDES.

ELECTROTYPED  
BY C. J. PETERS AND SON.

## PREFACE.

---

It is not the purpose of this book to offer much that is new in the line of rhetorical or grammatical criticism, but simply to give, in a form convenient for reference, a number of such hints and suggestions as have been found useful in the experience of the schoolroom.

This catalogue of blunders is by no means exhaustive, but it includes most of those inelegancies and inaccuracies of speech that jar our ears with daily iteration.

If every one were in the habit of constantly using the choicest English at his command, many of the grosser errors might have been omitted; but as we have found

that it is quite as necessary to remind as to teach, it has seemed best to call attention once more to expressions as common and as careless as "I have n't any I don't think;" and "Everyone should abide by their own convictions of duty."

It is hoped that this volume may prove useful not only as a popular handbook, but also as a text-book in the schools.



## HANDBOOK OF BLUNDERS.

---

### A.

**A.** A history, *not* an history. So before all accented syllables that begin with the sound of *h*.

A one, *not* an one. So always before the sound of *w*.

A unit, *not* an unit. So always before the sound of the consonant *y*.

A king *and* a peasant are alike mortal, *not* a king *and* peasant, unless both terms refer to the same man at the same time.

That kind of man, *not* that kind of a man.

The article is improper after the phrases kind of, sort of, etc.

**ability, capacity.** *Capacity* is the power of receiving; *ability*, of using.

**above.** *a.* Not well used in the sense of *foregoing*.

*b.* More than 500, *not* above 500.—*Bryant*.

**abridge, abbreviate.** Words are *abbreviated*; works *abridged*.

**accent, emphasis.** We *accent* syllables and *emphasize* words.

**acoustics.** *Acoustics* is, *not* are. Names of sciences in *ics*, originally plural forms, are now regarded as singular.

**admit, not** admit of.

**advance, proceed.** We *advance* further; we *proceed* farther. (*See farther.*)

**again, not** over again.

**ago, since.** *Ago* looks backward from the present; *since* looks forward from a past time: It happened years ago. It is years since we met.

**agree.** We agree, *better than* we are agreed.

**agreement.** *Rule.* — As the *sense* of a sub-

ject is singular or plural, its verb is singular or plural:—

1. Horses *run*.
2. A horse *runs*.
3. The president and secretary *were* elected.
4. The scholar and statesman *was* elected president.
5. The Senate *is* adjourned.
6. The Senate *are* of different opinions.

**agriculturist**, *not* agriculturalist.

**all**. *a.* Best, worst, etc., of all, *not* of all others.

*b.* All that, *not* all who, *nor* all which. So in all restrictive clauses.

**allow**, *not* allow of.

**all over**. *Over all the county* is more logical and emphatic than *all over the county*.—*Ayres*.

**almost**. It is almost, *not* most, done. *Most* should never be used in the sense of *nearly*.

**also, likewise, too**. *Also* means *as well as*. *Likewise* means *in a similar manner*.