

Skills Lab offers Painless Punctuation session June 6

Do you often struggle with proper punctuation? Do your documents suffer from chronic — and possibly terminal — cases of comma-itis? Do you abuse apostrophes? Are your e-mail messages, memos and reports a hodgepodge of sentence fragments and comma splices? Don't despair! Help is on the way!

Reserve your seat now for "Painless Punctuation," an information session to be presented Thursday, June 6, from 7:30 to 11:30 a.m. It will be held in room 31 of the Administration Building at the Volpentest HAMMER Training and Education Center. There is no charge for this seminar, but space fills quickly, so you must make a reservation by calling Kathy Dechter at 376-3250.

"Painless Punctuation" is the first in a series of writing-improvement sessions offered in June and July by the Skills Enhancement Lab at HAMMER. "Goof-Proofing Your Grammar" will be presented on Thursday, June 19, from 7:30 to 11:30 a.m. Two sessions of "Successful Business and Tech Writing" are scheduled from 7:30 to 11:30 a.m. on Thursday, June 26, and on Thursday, July 17. All seminars will meet in room 31 of the Administration Building at HAMMER. ■