Rating: 5 out of 5 Stars. As an editor (among so many other things), it is very difficult to resist a book such as this one. It is not surprising, then, that this book felt like *a must-have reference tool*, something that should be omnipresent in my office.

But this book is so much more than that. *Whether in a resume, a work email, or in the corporate world, communicating through the written word is KEY*. **Career advancement--heck, even career OBTAINMENT--absolutely depend upon being able to express oneself effectively, and to do so in writing.** Therefore, a desk-reference such as this one can be of great assistance to us all.

In the book, Bass *expertly addressed what she calls "word sculpting."* **I love this idea!** For those among us that may have trouble saying whatever we need to say in the written form, she advocates a "gut-spill" to start the writing process. So a high schooler struggling to create the winning college app essay can be encouraged to simply fill a page or two with every relevant idea that comes to mind. Once these are written out, the essay may be sculpted from these disgorged contents. Extraneous and/or redundant lines are cut out, other sentences restructured, each paragraph reorganized so that it clearly tells the readers "who did what to whom," then proofread the thing, and voila!, you have yourself a much improved college application essay.

It sounds easy, right? No worries! *The author goes to great lengths to simplify and guide everyone through this process.* She provides a plethora of examples, before-and-afters, and exercises for every teaching point she addresses. **If you start the book as an entry-level writer, you cannot BUT come out a better, more effective writer upon completing this book. Moreover, it definitely can help even the best among us write better.**

It's an excellent reference book, one that does precisely what it promises to do. Thanks so much for making this available! **As a copy editor, and a writer, it is invaluable. Wonderfully organized, too.** NetGalley Reviewer