Correspondence Writing Tips

A COMPANION TO THE MCPS CORRESPONDENCE MANUAL

2nd in a series of useful tips
Tips for Good Writing

**Among and Between**

As a general rule, *among* refers to more than two.
- We divided the money *among* the six.

*Between* refers to two.
- We divided the money *between* the two.

However, *between* should be used for three or more items if each is considered severally and individually.

- *Between* morning, noon and night...
- Diplomatic talks *between* members of the United Nations...
- *Between* the rows of beans, plant lettuce.

Look for more tips in the near future!
E-mail us for a quick response to your grammar and style questions:
Donna_M_Marks@mcpsmd.org

Our Editorial Help Desk also appreciates your phone calls and visits:
301-517-8139
CESC, Room 20

We are also your contact for a copy of the MCPS Correspondence Manual.

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