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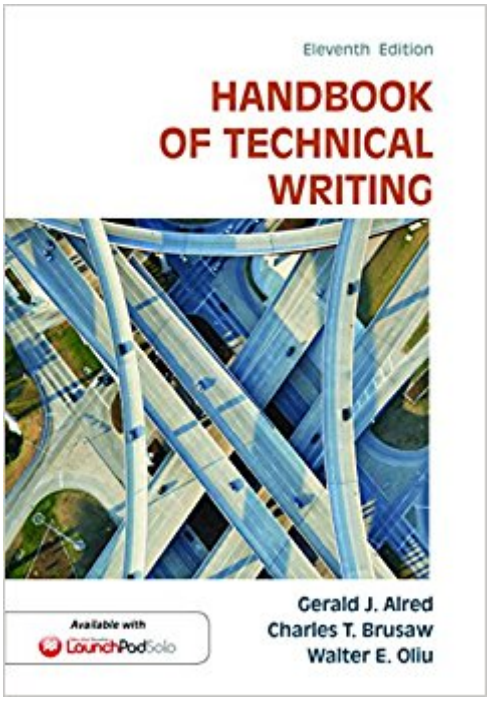
Handbook Of Technical Writing



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Synopsis

From formal reports and manuals to everyday e-mails, The Handbook of Technical Writing uses smart, accessible language to spotlight and clarify technical writing today. Hundreds of topic entries, 90+ sample documents, at-a-glance checklists, and dynamic videos break down the best-practices, models, and real-world skills that successful writers use to clearly and persuasively communicate technical information and data.Developed by a legendary author team with decades of combined academic and professional experience, the bookâ ™s intuitive, alphabetical organization makes it easy to navigate its extensive coverage of grammar, usage, and style. Plus, updated, in-depth treatment of pressing issues like the job search, the writing process, documenting sources, and social media resonates both in class and on the job.With a refreshed, integrated focus on the ways technologies shape writing, the Eleventh Edition of the Handbook is the indispensable reference tool for writing to workplace success. Undoubtedly the best business handbook for any level of technical writing. Very applied and clear. It is the one reference that students are likely to keep.

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Customer Reviews

I found this book to be helpful. The content is organized in alphabetical order, and provides

extensive examples for most topics. When I did not understand entirely from class what format to use in a certain type of writing, the book cleared my understanding.

As a project engineer and a master student, I usually write letters, reports, minutes of meetings, executive summaries. I found it Very useful, concise and has a variety of technical writings topics. Recommended for any profession.

I'm very glad I rented from for the first time for my online class this summer. A little over $20 plus search functions? Yes please.

I used this book for class and it came in great condition.

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