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Maris Roze

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A Concise Guide to Technical Communication Heather Graves, Roger Graves, 2020-11-06 This compact but complete guide shows that less is more with fewer extraneous details getting in the way of students trying to learn on the run it allows them to focus on the most important principles of effective technical communication The Concise Guide takes a rhetorical approach to technical communication instead of setting up a list of rules that should be applied uniformly to all writing situations it introduces students to the bigger picture of how the words they write can affect the people intended to read them Assignments and exercises are integrated throughout to reinforce and test knowledge Technical Communication Maris Roze, 1990 This practical user friendly guide explores common on the job writing communication requirements The book uses clear simple concrete language and avoids jargon It reveals that technical writing communication skills are an essential part of their career preparation. The assignments provide realistic simulations of career requirements and work activities of technical and business professionals It offers a modular approach that allows you to choose among topics to fit particular needs and preferences The modules focus on a specific writing communication situations rather than on general cases and on the logic of a particular format for that situation Concise Guide to Technical Communication Internet-based Workplace Communications Kirk St. Amant, Pavel Zemliansky, 2005-01-01 The Gurak.2001-11-01 essays in this collection advance the project of articulating online workplaces as real and significant as complex networks of relations that we need to take seriously The emergent culture of networked communication poses many interesting challenges for researchers teachers and writers In an emergent culture even the terminologies we use to identify the subject are contested making it difficult to agree on what we re writing about in the first place not to mention our reasons for studying it or how we might best meet the challenges it poses A Concise Guide to Technical Communication Laura J. Gurak, John M. Lannon, 2001 KEY BENEFIT In a concise streamlined format this complete technical communication book draws on the strengths of John M Lannon's best selling Technical Communication now in its eighth edition but also includes state of the art information on writing and researching in cyberspace copyright privacy and ethics usability page design and visual communication The book takes a situational approach emphasizing issues of audience purpose and task Offering a critical look at communication technologies in relation to technical communication this book is designed for a broad range of readers KEY TOPICS Concise Format Responding to consumer requests for a more wieldy book The Concise Guide is the first book in this format designed to be the primary book for an introduction to Technical Communications It allows readers to easily and affordably supplement the book with their own materials materials from industry or other examples Based on the market leading Tech Comm book Lannon's Technical Communication 8 e is the undisputed market leader The Concise Guide builds on that tradition The Global Window technical communication Click on this Each chapter includes a boxed feature which offers relevant connections to Internet sources which add additional depth to the materials covered in the chapter

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