

<<TECHNICAL WRITING FOR DUMMIES 初级写作技巧>>

图书基本信息

书名：<<TECHNICAL WRITING FOR DUMMIES 初级写作技巧>>

13位ISBN编号：9780764553080

10位ISBN编号：0764553089

出版时间：2001-2

出版时间：John Wiley & Sons Inc

作者：Sheryl Lindsell-Roberts

页数：310

版权说明：本站所提供下载的PDF图书仅提供预览和简介，请支持正版图书。

更多资源请访问：<http://www.tushu007.com>

<<TECHNICAL WRITING FO>>

内容概要

Whether you're contemplating a career as a technical writer or you just got tapped for a technical writing project, this friendly guide is your ticket for getting your tech writing skills up to par. Wordsmith Sheryl Lindsell-Roberts shows you step-by-step how to get organized, write clearly, and produce everything from spec sheets to online help systems.

作者简介

Sheryl Lindsell - Roberts , runs business-writing seminars for Fortune 500 companies and is the author of several books, including For Dummies guides to business writing and business letters.

<<TECHNICAL WRITING FO>>

书籍目录

IntroductionPart : What It Takes to Write Technical Documentation Chapter 1: Accelerating Your Career the "Write" Way Chapter 2: The Person to Whom You're SpeakingPart : The Write Stuff Chapter 3: Creating a Team and a Plan Chapter 4: Don't Be a Draft Dodger Chapter 5: Visualize This! Chapter 6: Going In for a Tone Up Chapter 7: Dotting the Eyes and Crossing the TeesPart : Types of Technical Documents Chapter 8: The Ultimate User Manual Chapter 9: Writing in the Abstract Chapter 10: Writing Spec Sheets Chapter 11: How Am I Doing? That Is the Question(naire) Chapter 12: I Came, I Spoke, I Conquered Chapter 13: Executive Sum-UpmanshipPart : Computers and More Chapter 14: Doing_Research_Online.com Chapter 15: Sights and Sounds Chapter 16: Computer-Based Training (CBT) Chapter 17: Web-Based Training: CBT on Steroids Chapter 18: Creating Online HelpPart : The Part of Tens Chapter 19: Ten Ways to Make Your Technical Documents Shout "Read Me!" Chapter 20: Ten Tips for Publishing in a Technical Journal Chapter 21: Ten Things to Know about Filing a Patent Chapter 22: Ten Tips for Writing a Grant ProposalAppendix A: Punctuation Made EasyAppendix B: Grammar's Not GruelingAppendix C: Abbreviations and Metric Equivalents.Appendix D: Technical JabberwockyIndex

版权说明

本站所提供下载的PDF图书仅提供预览和简介，请支持正版图书。

更多资源请访问:<http://www.tushu007.com>