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Start your review of the Technical Letter Handbook, the courage of belief that if you simply list all the grammatical problems in alphabetical order, we can correct student writing once and for all. Our students will just look for commas or jargon or passive voice and everything will be solved. Ha. Actually, I read the 11th edition, but it's not on Goodreads. Not exactly a riveting Saturday afternoon reading, but a great, usable tutorial nonetheless. As a technical writer, this is my guide. It's easy to find what you're looking for. The explanations are simple and clear. And one of the authors was my college professor. :) This book is very good and useful for people who want to be better in their technical work. I didn't give it 5 stars because I didn't read it completely, I only took what was required for my class. It is a must-have resource for technical writers, and for people who want to support technical writers. It is also full of justifications that you can write for those who question why you write something a certain way. This is one of the books used for the class I teach. I like this book, it's short and sweet. Will keep this one handy forever - extremely helpful, and my graduate school class took a good approach to assignments with it as a textbook. This review is for the twelfth edition of the spiral binding version. A useful, well-designed guide that I bought for my college technical writing class. Of course, I didn't read it cover to cover. This is an alphabetical handbook that has helped me a lot this semester in my writing courses. This is a guide I know I'll be back again and again while I'm in school, and maybe even after I graduate. I feel that it is worthy of 5 stars because of the good design, concise and clear letters, useful exa This review for the twelfth edition of the spiral binding version. 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Citation By: Bobby Joe NoblettReference Type: HandbookCall Number: OCLC: 744292159Content / Sphere: This book was written as an all-in-one guide to technical students and professionals. He has advice on organization, organization, and reviewing grammar, use, style and punctuation. Precision/Authority/Bias: In this tenth edition, en Alred, G. J., Brusaw, C. T., s Olu, W. E. (2011). A handbook of technical writing from 2009 mla and 2010 Apa updates. Bedford: St. Martin's Press. Citation By: Bobby Joe NoblettReference Type: HandbookCall Number: OCLC: 744292159Content/ Sphere: This book was written as an all-in-one guide to technical writing for students and professionals. He has tips on organising, researching and revising grammar, use, style and punctuation. Precision/Authority/Bias: In this tenth edition, the records have been carefully revised and updated to provide the most accurate information. Arrangement/Presentation: The 624-page book has almost 400 entries that are alphabetically organized. The book includes works such as professional papers, reports, suggestions, guides, memos, etc. Attitude to similar works: There have been nine previous editions in this series. Timeliness and Continuity: The latest edition, this book has been carefully revised to maintain relevant information. Availability/Diversity: This book is available in a spiral-bound hardback edition. Cost: \$32.03 ... More Is a great guide that will stay in my personal library long after I graduate. Valuable information about technical writing and professional writing. A technical letter handbook, the tenth edition was my go to book in my professional writing classes. ... more one of the few college textbooks still in my collection. There was a good book back then, it's a good book now. A good guide at every stage of writing. I'm sure glad I don't have to do a lot of technical writing paper anymore, but I remember that this book offered good advice on the subject. it's a good book for me..... Now in its tenth edition, this classic book remains a complete technical writing reference for students and professionals alike. In alphabetical order organized and easy to use, its nearly 400 entries provide a guide for writing all the most common types of professional documents and correspondence, including reports, suggestions, guides, memos and documents. The abundant real-world samples of documents and visual effects throughout the book demonstrate effective technical communication, reflecting the current practice of document formatting and email use. In addition, advice on organizing, researching, writing and reviewing complements the careful treatment of grammar, style and punctuation to provide comprehensive help in writing skills. This edition has been carefully revised to include updated recommendations to analyze the context of different writing situations, use and integration of visual effects, and case case ethical issues in technical writing. Extended coverage of the latest types of writing for the Internet discusses frequently asked questions and blogs as forms of collaborative writing and business promotion. New digital tips focus on using technology to help write tasks such as using wikis for collaborative documents. Entries throughout the book have been revised, updated, consolidated and streamlined to provide the most accurate and accessible information. Comprehensive but concise, the Technical Letter Handbook remains a quick reference the faithful users have come to appreciate. Gerald Alfred is an emeritus professor of English at the University of Wisconsin-Milwaukee, where he teaches courses in the professional writing program. He is the author of numerous scientific articles and several standard bibliography on business and technical communication, a founding member of the editorial board of Business Communication magazine. He is the winner of the prestigious Jay R. Gould Award for his deep scientific and textbook contribution to the teaching of business and technical writing. Charles T. Brusow worked as a lecturer at THE NCR Management College, where he developed and taught professional writing, editing and presentation skills courses for corporations around the world. Previously, he worked in advertising technical writing, public relations, and curriculum development. He was a communications consultant, guest speaker at scientific conferences, and a lecturer in business writing at Sinclair Community College. Walter E. Olu served as Chief of The Publishing Services Division of the U.S. Nuclear Regulatory Commission. He is a communications consultant in Washington, D.C., and has taught at the University of Miami in Ohio, Slippery Rock State University, Montgomery College and George Mason University. Gerald J. Alred Now in his tenth edition, this classic book remains a complete technical writing reference for students and professionals alike. In alphabetical order organized and easy to use, its nearly 400 entries provide a guide for writing all the most common types of professional documents and correspondence, including reports, suggestions, guides, memos and documents. The abundant real-world samples of documents and visual effects throughout the book demonstrate effective technical communication, reflecting the current practice of document formatting and email use. In addition, advice on organization, research, writing and revision complements the careful treatment of grammar, use, style and punctuation to provide comprehensive help in writing skills. This edition has been carefully revised to include updated tips to analyze the context of different writing situations, the use and integration of visual effects, and the resolution of ethical issues in the technical Form. Extended coverage of the latest types of writing for the Internet discusses frequently asked questions and blogs as forms of collaborative writing and business promotion. New digital tips tips about using technology to help write tasks, such as using wikis for collaborative documents. Entries throughout the book have been revised, updated, consolidated and streamlined to provide the most accurate and accessible information. Comprehensive but concise, the Technical Letter Handbook remains a quick reference the faithful users have come to appreciate. Customer feedback on this item has not yet been reviewed. Use the SHOPEARLY coupon code at checkout at 20% discount on purchases, Fri, October 16-Sun, October 18. 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