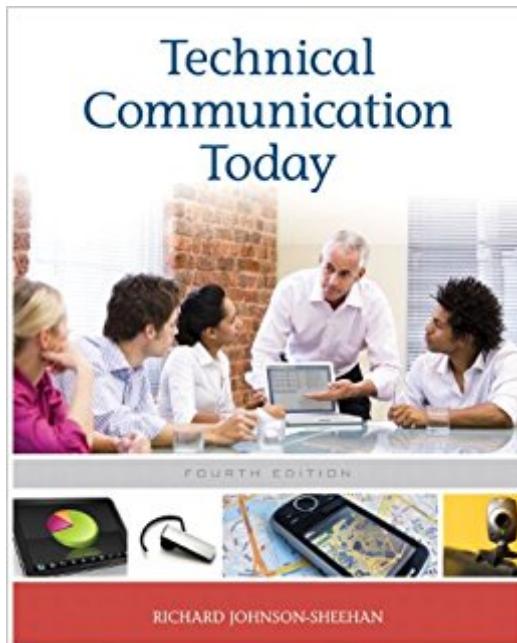


The book was found

Technical Communication Today (4th Edition)



Synopsis

Technical Communication Today remains the only text to fully centralize the computer in the technical workplace, presenting how writers use computers throughout their communication process. Each chapter places an emphasis on the activity of producing effective documents by following a process approach that mirrors how professionals communicate in the technical workplace and how students learn in the classroom. The text incorporates the newest technology-driven changes in workplace communication with in-depth discussions of email, instant messaging, working in virtual teams, making Web sites, blogging, podcasting, incorporating digital audio and visuals in documents, using PDAs, and negotiating ethical situations in electronic communication among many other available strategies and tools.

Book Information

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Customer Reviews

Has all the pages that the regular bound book has. I would suggest paying a place \$2-3 to put it in spiral binding for you. Still, you'll save a lot more money this way than you do by paying the extra \$20-40 for the softcover version of the book. As for the content, I won't go too in-depth for that. It's not my favorite English book. It applies the exact same writing process for various types of workplace documents, so it is fairly practical--but let's just say that if you've read one chapter you've read them all when it comes to this book. If you're like me, you had to get this book for a class you're taking, so it really doesn't matter what you or I think about the content of the book. It is relatively up-to-date material, so it includes info on social media and texting and things like that, but

really it's pretty dry material.

It was in okay condition...it came in all bent and covers are so bent they won't go back to sitting flat, but I needed it for a one time course. Be aware the content is the same pretty much to the fifth edition (which most professors want) and the chapters are WAY off, so just make sure to know the name of the actual chapter you have to read to find in the index. Overall it did the trick and was much better than buying the pricey 5th edition for a one and done course

This product is very old.

It's a great book with amazing tips for technical writing. Loved the information; I rented and was a little bummed of the condition the book was in. The cover ripped off almost immediately.

This is the most useful book on communications that I have ever read. Do yourself a favor and buy it.

I was required to purchase this book for college but it turned out to have a lot of useful information and helped me learn.

Easy to read and understand, well-organized, and has lots of helpful pictures of real documents for examples. Also provides tips about doing things primarily on computers. I actually find the reading interesting, instead of dry and boring like in most textbooks. Enough said.

This book is full of examples, outlines, and all the rules you need to format and make a professional and technical paper, memo, or any kind of report. Has great resume tips and is a great resource for anyone.

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