

《TECHNICAL WRITING FO》

图书基本信息

书名：《TECHNICAL WRITING FOR DUMMIES 初级写作技巧》

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作者：Sheryl Lindsell-Roberts

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内容概要

在线阅读本书

Let's face it, a lot of technical documentation reads as if it had been translated into English from Venetian by a native speaker of gibberish. Which is annoying for you and expensive for the manufacturer who pays with alienated customers and soaring technical support costs. That's why good technical writers are in such big demand worldwide. Now, *Technical Writing For Dummies* arms you with the skills you need to cash in on that demand.

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 to getting your tech writing skills up to snuff. It shows you step – by – step how to:

- Research and organize information for your documents
- Plan your project in a technical brief
- Fine – tune and polish your writing
- Work collaboratively with your reviewers
- Create great user manuals, awesome abstracts, and more
- Write first – rate electronic documentation
- Write computer – and Web – based training courses

Discover how to write energized technical documents that have the impact you want on your readers. Wordsmith Sheryl Lindsell – Roberts covers all the bases, including:

- All about the red – hot market for technical writing and how to get work as a technical writer
- The ABCs of creating a strong technical document, including preparing a production schedule, brainstorming, outlining, drafting, editing, rewriting, testing, presentation, and more
- Types of technical documents, including user manuals, abstracts, spec sheets, evaluation forms and questionnaires, executive summaries, and presentations
- Writing for the Internet—covers doing research online, creating multimedia documents, developing computer – based training and Web – based training, and writing online help

Combining examples, practical advice, and priceless insider tips on how to write whiz – bang technical documents, *Technical Writing For Dummies* is an indispensable resource for newcomers to technical writing and pros looking for new ideas to advance their careers.

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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.

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精彩短评

1、一直想有一本介绍technicalwriting的书，无奈国内一直很难遇到。无意间在当当网发现了，急切买下，发现果然是一本好书。该书用比较通俗的语言将复杂的technicalwriting介绍给读者。如果是一个初学者，可以将它作为扫盲教材，如果是一个对technicalwriting有一定了解的人，也不失为一本好书。应该说，该书的内容组织就是符合technicalwriting的要求的，再加上很多有趣的例子，更为本书增色不少。

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