

Editing Technical Writing

Liying Dong

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Technical Editing Carolyn D. Rude, 1998 A textbook for a graduate or undergraduate course presenting not lists of rules but principles and strategies of grammar punctuation style organization and visual design of technical information Revised from the 1991 edition to incorporate changes on the technology and the global marketplace s Writing Donald C. Samson, 1993 Exhaustively illustrated and broad in scope Editing Technical Writing is a comprehensive textbook and reference for students of technical editing and communication as well as a training manual for working professionals in business and government who must revise documents to communicate technical information clearly and effectively It examines the editor's broad role in the collaborative writing of a document from scheduling staffing and budgeting publication work through editing text and graphics to coordinating proofreading and production work Chapters on editing text and graphics are supplemented by others on degrees of edit style guides editing specific types of documents such as proposals proofreading schedules and budgets grammar and punctuation Extensive examples materials to edit and exercises with answer keys and explanations clarify editorial goals and procedures and provide students with realistic editing experience Discussions of concepts such as legibility readability and effective design contribute to the students base in communication theory Also editing guidelines and graphics from a variety of professional documents introducestudents to the range of materials and techniques available to the technical editor and make Editing Technical Writing a valuable reference as well as text A bibliography identifies valuable resources for editing students and editors **Guide to Technical Editing** Anne Eisenberg, 1992 Shows how to edit technical writing for accuracy clarity and grammar It provides practical exercises for editing abstracts and presenting technical information and includes a technical editor's glossary with stylebook entries as How to Edit Technical Documents Donald W. Bush, Charles P. Campbell, 1995 well as common terms Technical Editing Judith Tarutz, 1992-07-21 At last direct from the trenches here s the book technical editors have been waiting for Unlike other guides which review grammar and spelling but don t address the special challenges of technical editing this lively practical book deals with the real world problems issues and decisions that face technical editors and writers In this book you ll get tips for preparing a style quide technical writers will want to use You ll find checklists of what to look for during different types of editorial reviews learn how to make the transition from traditional to desktop publishing and see how you can build true usability into printed and online documentation Enhanced by real examples case studies and practical techniques these flexible and pragmatic solutions go far beyond the mechanics of marking up manuscripts You get guidance that will help you decide how heavily to edit how to manage and track large projects and even how to position yourself for the future when software will handle the copy editing Whether you edit technical documentation for a living write technical material or review the work of others this book helps you improve your skills and your understanding of the technical editing function **Longman Guide to Technical Editing** Carolyn D. Rude, 2005-10 A resource every writer should have

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