

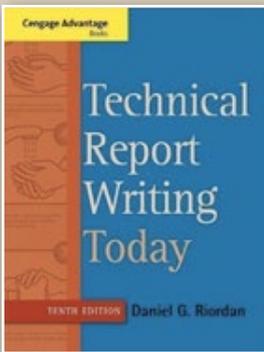
LIBRARY UPDATES

New Communication Books Available in the Library



Technical Communication, Eleventh Edition 11th Edition, Kindle Edition by Mike Markel

Instructors know that Mike Markel's Technical Communication will prepare their students for any workplace writing situation. No other text offers such a comprehensive introduction to the field while still delivering practical, effective support for students at every level. The eleventh edition has been thoroughly revised to reframe the work of technical communicators in the context of today's highly collaborative, rapidly evolving digital practices. Fresh, social-media driven sample documents and coverage of the latest tools and technologies ensure that students work with the kinds of processes and products they'll encounter on the job.

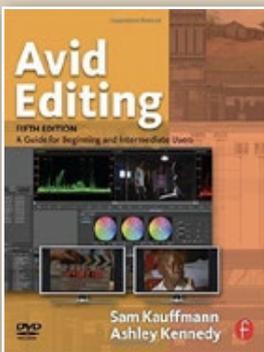


Technical Report Writing Today 10th Edition by Riordan Daniel

Provides thorough coverage of technical writing basics, techniques, and applications. Through a practical focus with varied examples and exercises, students internalize the skills necessary to produce clear and effective documents and reports.

Project worksheets help students organize their thoughts and prepare for assignments, and Focus boxes highlight key information and recent developments in technical communication. Extensive individual and collaborative exercises expose students to different kinds of technical writing problems and solutions. Annotated student examples—more than 100 in all—illustrate different writing styles and approaches to problems.

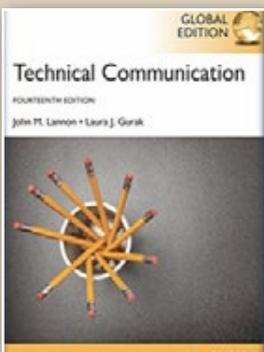
Numerous short and long examples throughout the text demonstrate solutions for handling writing assignments in current career situations. The Tenth Edition offers the latest information on using electronic resumes and documenting electronic sources and Ethics and Globalization sidebars that highlight these two important topics in the technical communication field.



Avid Editing: A Guide for Beginning and Intermediate Users 5th Edition by Sam Kauffmann

Far more than just a software manual, Avid Editing is your trusted guide to uncovering the many layers of one of the world's most exciting crafts. This book weaves valuable editing principles together with the robust Avid workflow, delving deeply into efficient editing techniques and concepts. In an easy-to-read style, you'll encounter detailed step-by-step instructions for hundreds of Avid procedures, and more than 500 images and screen captures make complex concepts easy to grasp. You'll soon begin to know the system in and out, all while improving your overall editing technique and skillset.

Geared toward beginning and intermediate Avid editors, this book guides you through both narrative and documentary editing projects. The accompanying DVD provides professionally shot footage for you to edit, giving you a hands-on, learn-as-you-go experience.



Technical Communication, Global Edition by John M. Lannon , Laura J. Gurak

Comprehensive, user-friendly instruction in workplace writing, technical communication, business writing. Today's employees are tasked with writing documents such as emails, memos, letters, and informal reports, as well as more complex forms of communications such as formal reports, proposals, web pages, and presentations. Technical Communication, Fourteenth Edition builds upon the authority of the previous editions by clearly guiding students to write documents persuasively, effectively, and with an eye towards technological innovations and global communications. It incorporates the interpersonal, logical, ethical, and cultural demands of these different forms of workplace communications and provides students with the necessary skills to navigate these nuisances. Building on research and writing skills and touching on the importance of ethics, the authors prepare students for technical writing in any field.