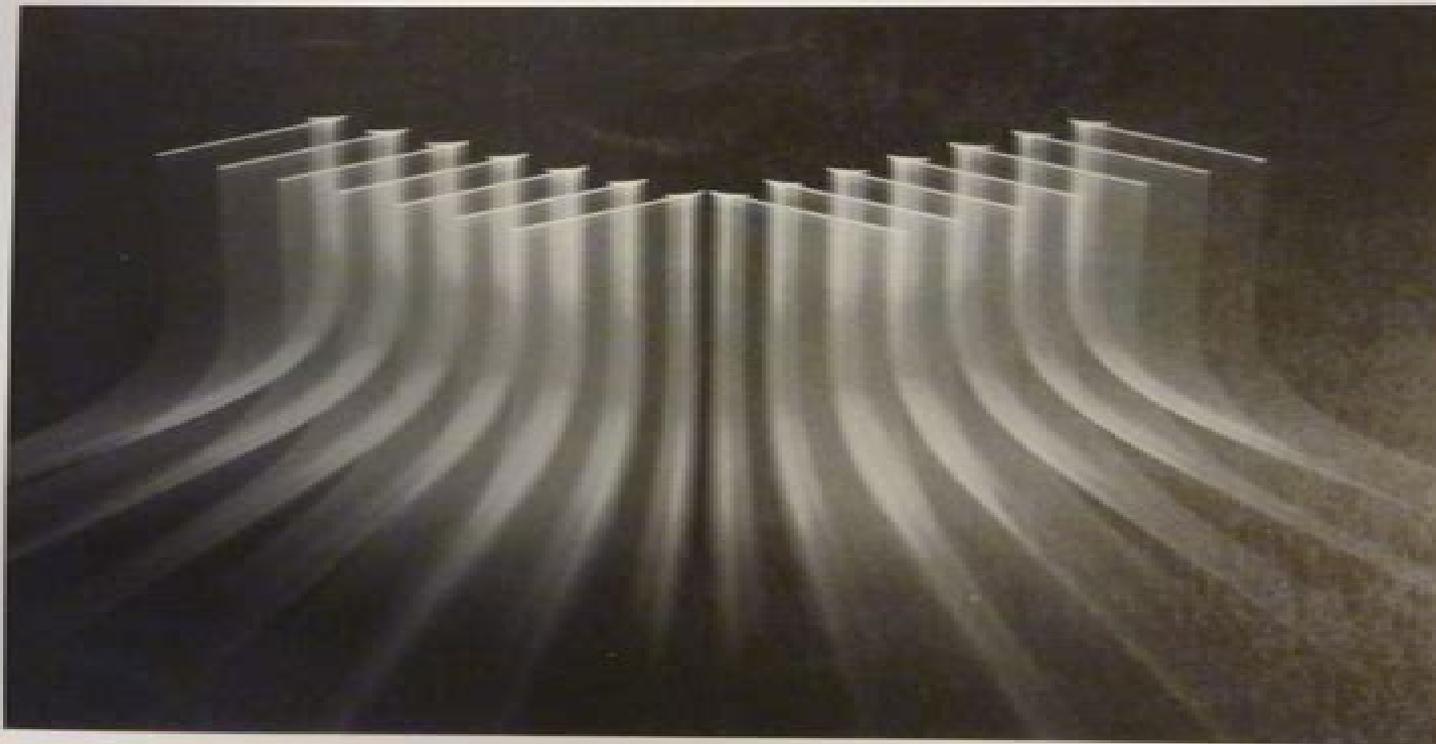


TECHNICAL WRITING GUIDE FOR
NONNATIVE SPEAKERS OF ENGLISH TO ACCOMPANY
ANDERSON'S

TECHNICAL WRITING

A READER-CENTERED APPROACH

T H I R D E D I T I O N



ROBERT M. BROWN • H. YOUNG KIM
REBECCA L. DAMRON

Technical Writing Guide For Nonnative Speakers Of English

**Gerald J. Alred, Diana C. Reep, Mohan
R. Limaye**



Technical Writing Guide For Nonnative Speakers Of English:

Technical Writing Guide for Nonnative Speakers of English Robert M. Brown, Paul V. Anderson, H. Young Kim, Rebecca L. Damron, 1995

User Guides, Manuals, and Technical Writing Adrian Wallwork, 2014-06-19 This book is intended for anyone whose job involves writing formal documentation. It is aimed at non-native speakers of English but should also be of use for native speakers who have no training in technical writing. Technical writing is a skill that you can learn and this book outlines some simple ideas for writing clear documentation that will reflect well on your company, its image, and its brand. The book has four parts: Structure and Content, Through examples you will learn best practices in writing the various sections of a manual and what content to include; Clear Unambiguous English. You will learn how to write short, clear sentences and paragraphs whose meaning will be immediately clear to the reader; Layout and Order. Information. Here you will find guidelines on style issues, e.g., headings, bullets, punctuation, and capitalization; Typical Grammar and Vocabulary Mistakes. This section is divided alphabetically and covers grammatical and vocabulary issues that are typical of user manuals.

[Technical Writing and Professional Communication](#) Thomas N. Huckin, Leslie A. Olsen, 1991 Developed for use by non-native speakers of English enrolled in Technical Writing and Communication courses. *Technical Writing and Professional Communication 2* places technical writing in its context, showing students how to consider their purpose and their audience when writing reports, memos, and correspondence. Formerly titled *Technical Writing and Professional Communication: A Handbook for Nonnative Speakers*, the new edition features a case running throughout seven chapters, dynamically illustrating the writing process. The revision also provides complete coverage of the new computer technologies and the new attention to the intercultural concerns in today's business world.

[A Guide to Writing in English as a Second Or Foreign Language](#) Dan J. Tannacito, 1995 This bibliography offers English as a Second Language (ESL) and English as a Foreign Language (EFL) specialists and non-specialists a listing of almost 3,500 works in the field of writing in ESL/EFL at all educational levels from 1937 through 1993. It includes works focusing on how non-native speakers write in English, how they learn to write in English, how ESL and native English speaker (NES) compositions compare, how English is taught in contexts where it is used as a second or foreign language, and instructional materials developed to support writing in a second foreign language. Citations include bibliographies, monographs, textbooks, periodicals, dissertations, and some unannotated master's theses, conference papers, and Educational Resources Information Center (ERIC) documents. An introductory section and a list of native languages addressed in the works precede the annotated entries. Author and subject indexes are also included.

MSE *Handbook of Technical Writing* Gerald J. Alred, Charles T. Brusaw, Walter E. Oliu, 2009 This comprehensive resource, organized alphabetically by topic, provides guidance on the business and technical writing process, real-world examples in depth, treatment of grammar and usage, and up-to-date coverage of the latest office technology.

The Global English Style Guide John R. Kohl, 2008-04-08 The *Global English Style Guide* illustrates how much you can do to make written texts more suitable

for a global audience Accompanied by an abundance of clearly explained examples the Global English guidelines show you how to write documentation that is optimized for non native speakers of English translators and even machine translation software as well as for native speakers of English You ll find dozens of guidelines that you won t find in any other source along with thorough explanations of why each guideline is useful Author John Kohl also includes revision strategies as well as caveats that will help you avoid applying guidelines incorrectly Focusing primarily on sentence level stylistic issues problematic grammatical constructions and terminology issues this book addresses the following topics ways to simplify your writing style and make it consistent ambiguities that most writers and editors are not aware of and how to eliminate those ambiguities how to make your sentence structure more explicit so that your sentences are easier for native and non native speakers to read and understand punctuation and capitalization guidelines that improve readability and make translation more efficient and how language technologies such as controlled authoring software can facilitate the adoption of Global English as a corporate standard This text is intended for anyone who uses written English to communicate technical information to a global audience Technical writers technical editors science writers and training instructors are just a few of the professions for which this book is essential reading Even if producing technical information is not your primary job function the Global English guidelines can help you communicate more effectively with colleagues around the world This book is part of the SAS Press program

ESL Resource Book for Engineers and Scientists Elaine Campbell,1995-11-03
Combines the fundamentals of technical writing and verbal communication with essential English as a second language ESL skills Contains a range of actual examples and case studies to enable non native English speaking professionals to write clear and effective documentation

The Cumulative Book Index ,1996 A world list of books in the English language

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Academic Discourse John Flowerdew,2014-06-11 Academic Discourse presents a collection of specially commissioned articles on the theme of academic discourse Divided into sections covering the main approaches each begins with a state of the art overview of the approach and continues with exemplificatory empirical studies Genre analysis corpus linguistics contrastive rhetoric and ethnography are comprehensively covered through the analysis of various academic genres research articles PhD these textbooks argumentative essays and business cases Academic Discourse brings together state of the art analysis and theory in a single volume It also features an introduction which provides a survey and rationale for the material implications for pedagogy at the end of each chapter topical review articles with example studies a glossary The breadth of critical writing and from a wide geographical spread makes Academic Discourse a fresh and insightful addition to the field of discourse analysis

Graduating Engineer ,1993

Eloquent Science David M. Schultz,2009 Eloquent Science A Practical Guide to Becoming a Better Writer Speaker Atmospheric Scientist was conceived from a workshop taught over six years to undergraduate students at a summer research experience The volume is divided into three parts writing reviewing and

speaking and offers tips on poster presentations media communication and advice for non native speakers of English as well as appendices on proper punctuation usage and meteorological concepts Sidebars written by experts in the field offer diverse viewpoints on reference topics important to the reader and a recommended reading section at the end of the book guides the reader to the best additional resources

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