

1. Record Nr.	UNINA9910455702103321
Autore	Williams Diana <1957->
Titolo	Writing skills in practice [[electronic resource]] : a practical guide for health professionals // Diana Williams
Pubbl/distr/stampa	London ; ; Philadelphia, PA, : Jessica Kingsley Publishers, 2002
ISBN	1-84642-285-X 1-4175-0510-9
Descrizione fisica	1 online resource (323 p.)
Collana	Arts Therapies
Disciplina	808/.06661
Soggetti	Communication in medicine Medical writing Electronic books.
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references (p. 316-319) and index.
Nota di contenuto	Writing Skills in Practice: A Practical Guide for Health Professionals; Contents; Introduction; The Nature of Written Communication; Communicating Effectively through the Written Word; Part One: Writing for Clinical Practice; 1 Purpose of Written Material; 2 How to Record Information; 3 The Legal Framework; Clinical Skills in Context;; 4 Record Keeping; 5 Letters and Reports; 6 Information Leaflets For Clients; Part Two: Writing for Teaching and Learning; 7 Writing as an Aid to Learning; 8 Preparing Materials for Teaching; Teaching and Learning Skills in Context;; 9 Note-taking; 10 Essays 11 Assessment 12 Dissertations; 13 Research Projects; Part Three: Writing for Publication; 14 Developing an Idea; 15 Managing Your Time Effectively; 16 Determining Your Style; 17 Getting the Best Out of Your Personal Computer; 18 Presenting Your Work; 19 Protecting Your Rights; Publication Skills in Context;; 20 Journal Articles; 21 Books; 22 Articles for the Media; References; Index
Sommario/riassunto	This book presents an overview of the development of writing skills for both students and practitioners in health care, offering information on all the main areas of writing practice in one volume. Clearly laid out with summary points, practical activities and checklists, it makes relevant information accessible for the busy health professional.

