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2. Record Nr.	UNINA9911019793103321
Autore	Rice Walter W. <1951->
Titolo	How to prepare defense-related scientific and technical reports : guidance for government, academia, and industry / / Walter W. Rice
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Nota di bibliografia	Includes bibliographical references (p. 307-314) and index.
Nota di contenuto	<p>How To Prepare Defense-Related Scientific and Technical Reports; Contents; Figures; Tables; Foreword; Preface; Purpose and Audience; Need for Standardization; Creation, Distribution, and Preservation of Scientific and Technical Information; Approach; Acknowledgments; Chapter 1: Background; 1.1 Definition of a Technical Report; Figures; 1-1 Warning, Caution, and Note; 1.2 Standards; 1.2.1 History; 1.2.2 ANS/UNISO Z39.18-2005, "Scientific and Technical Reports - Preparation, Presentation and Preservation"; 1.2.3 Related NISO Standards</p> <p>1.2.3.1 ANSI/NISO Z39.23- 1997, ""Standard Technical Report Number Format and Creation"" 1.2.3.2 ANSU/NISO Z39.14-1997, ""Guidelines for Abstracts""; 1.3 Department of Defense's Scientific and Technical Information Program; 1.4 Publishing Requirements; 1.4.1 Author Responsibilities; 1.4.2 Non-Author Responsibilities; 1.5 Review of Technical Reports; 1.5.1 Technical Review; 1.5.2 Security Review; 1.5.3 Distribution Statement Review; 1.5.4 Export Control Review; 1.5.5 Patent and Technology Transfer Review; 1.6 Distribution of Technical Reports; 1.6.1 Basic Guidelines; 1.6.2 Primary Distribution</p> <p>1.6.2.1 Internal Distribution 1.6.2.2 External Distribution; 1.6.2.2.1 General Guidelines; 1.6.2.2.2 Secondary Distribution; 1.6.2.2.3 Foreign Distribution; 1-2 DTIC Form 55 (Page 1of 2); 1-3 DTIC Form 55 (Page 2 of 2); 1.7 Classified Technical Reports; 1.7.1 Description; 1.7.2 Author Responsibilities; 1.7.3 Original and Derivative Classification; 1.7.4 Marking Requirements for Classified Technical Reports; Chapter 2: Organization and Design; 2.1 Organization; Tables; 2-1 Technical Report Elements; 2.2 Design; 2.2.1 Subordination and Format; 2.2.1.1 Classification Markings</p> <p>2.2.1.2 Typographical Progression 2.2.1.2.1 Headings; 2.2.1.2.2 Paragraphs; 2-1 Examples of Headings Using Typographical Progression Format; 2.2.1.2.3 Lists; 2.2.1.3 Decimal Numbering; 2.2.1.3.1 Headings; 2- 2 Examples of Lists Using Typographical Progression Format; 2-3 Examples of Headings Using Decimal Numbering Format; 2.2.1.3.2 Paragraphs; 2.2.1.3.3 Lists; 2.2.2 Visuals; 2.2.2.1 Description; 2-4 Examples of Lists Using Decimal Numbering Format; 2.2.2.2 Numbering and Titling; 2.2.2.3 Classified Technical Reports; 2.2.2.4 Examples</p> <p>2-5 Examples of Portrait and Landscape Orientations in Unclassified Technical Report 2-6 Examples of Portrait and Landscape Orientations in Classified Technical Report; 2.2.2.5 Figures; 2-7 Examples of Subfigures and Facing Pages in Unclassified Technical Report; 2-8 Examples of Subfigures and Facing Pages in Classified Technical Report; 2-9 Example of 17-Inch-by-11-Inch Foldout in Unclassified Technical Report; 2-10 Example of 22-Inch-by-11-Inch Foldout in Unclassified Technical Report; 2-11 Example of 17-Inch-by-11-Inch Foldout in Classified Technical Report</p> <p>2-12 Example of 22-Inch-by-11-Inch Foldout in Classified Technical Report</p>
Sommario/riassunto	This book provides thorough and specific guidance on how to prepare defense-related scientific and technical reports, including classified scientific and technical reports. It includes an appendix describing the workings of the Defense Technical Information Center, the central repository for defense-related scientific and technical reports, and an appendix addressing tone and style, including pertinent information

from the United States Government Printing Office Style Manual 2000,
the official style guide of the U.S. Government and, therefore, the
Department of Defense. Every facet of prepari
