Record Nr. UNINA9910777764203321 Autore Fowler Alastair Titolo How to write [[electronic resource] /] / Alastair Fowler Oxford;; New York,: Oxford University Press, 2006 Pubbl/distr/stampa **ISBN** 1-383-04233-0 0-19-160854-8 1-280-76127-X 0-19-153526-5 1-4294-6945-5 Descrizione fisica 1 online resource (241 p.) 808/.042 Disciplina Soggetti English language - Rhetoric Report writing 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. 189-192) and index. Nota di contenuto Cover Page; Title Page; Copyright Page; Preface; Contents; 1. Pen and Computer; 2. Material Reading; 3. Beginning; 4. Drafts; 5. Outlines; 6. Paragraphs; 7. Paragraph Types; 8. Arguments; 9. Signposts; 10. Sentences; 11. Word Order; 12. Punctuation; 13. Quotation; 14. Originality; 15. Readers; 16. Words; 17. Metaphors; 18. Performance and Concurrence; 19. Revising; 20. Correctness; 21. Reducing; 22. Research: Hard and Soft; 23. Reference Books; 24. Practicalities; 25. Recapitulation; FURTHER READING; INDEX Sommario/riassunto How to Write is an introductory guide to the writing process, aimed at people who think they can't write, or for whom writing is an ordeal. Broken down into short topic-based chapters, this will be an invaluable guide for both students and those who need to write reports and presentations in the course of their work. - ;How to Write is an introductory guide to writing, aimed at people who think they can't write, or for whom writing is an ordeal. Broken down into short topic-

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the writing process by taking the reader through