

1. Record Nr.	UNINA9910789630203321
Autore	Berger Arthur Asa <1933->
Titolo	The academic writer's toolkit : a user's manual // by Arthur Asa Berger
Pubbl/distr/stampa	Boca Raton, FL : , : Routledge, an imprint of Taylor and Francis, , [2016] ©2008
ISBN	1-315-41931-9 1-59874-763-0 1-315-41932-7 1-315-41933-5
Edizione	[First edition.]
Descrizione fisica	1 online resource
Disciplina	428.24 808/.042 808/.042 22
Soggetti	English language - Rhetoric Report writing Academic writing English Languages & Literatures English Language
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di contenuto	Contents; Acknowledgments; INTRODUCTION: Mission Impossible?; PART I: THE WRITING PROCESS; CHAPTER 1: The Academic Writer's Toolkit; CHAPTER 2: The Writing Process: Ideas and Research; CHAPTER 3: The Writing Process: Outlining, Drafting, and Revising; CHAPTER 4: On Structure and Style; CHAPTER 5: Composing Strategies; PART II: GENRES OF ACADEMIC WRITING; CHAPTER 6: Writing Effective Memos; CHAPTER 7: The Art of the Academic Letter; CHAPTER 8: Readable Reports; CHAPTER 9: Proposals That Persuade; CHAPTER 10: Writing a Journal Article; CHAPTER 11: Writing an Academic Book CHAPTER 12: Notes on Other Writing GenresCoda; Further Resources; Bibliography; Index; About the Author
Sommario/riassunto	Berger's slim, user-friendly volume on academic writing is a gift to

linguistically-stressed academics. Author of 60 published books, the author speaks to junior scholars and graduate students about the process and products of academic writing. He differentiates between business writing skills for memos, proposals, and reports, and the scholarly writing that occurs in journals and books. He has suggestions for getting the “turgid” out of turgid academic prose and offers suggestions on how to best structure various forms of documents for effective communication. Written in Berger’s friendly, personal style, he shows by example that academics can write good, readable prose in a variety of genres.
