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Note generali	Includes index. First ed.: The essence of technical communication for engineers, 2000.
Nota di contenuto	Introduction to the art of communication -- The written document: Prose and panic: Planning the document -- Acquiring a healthy writing attitude -- Producing the document -- The formal presentation: Dissertation or disaster: Planning the presentation -- Acquiring the successful presentation attitude -- Conducting the presentation -- The informal discussion: Meetings and mishaps: Planning for the meeting -- Acquiring a meeting attitude -- Participating in the meeting -- Cross-culture communication: Bridging the gap: Understanding a communication culture gap -- Writing for any readership -- Presenting to any audience -- Meeting with anyone or any group -- Conclusion.
Sommario/riassunto	Learn the tricks-of-the-trade of becoming a great technical communicator Remember when you were an undergraduate and freshman composition seemed so irrelevant to your life? After all, you were going to conquer the world with technological know-how. Your spellcheck software would handle the details. Now that you're a

professional - pitching an idea, vying for a contract or grant, or presenting at a meeting - getting your point across effectively suddenly seems pretty essential for success, doesn't it? Fear not. This light-hearted text, brimming with proven techniques, good advice, and real-

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