

William Murdick and Jonathan C. Bloemker

The Portable Technical Writer

Book Review

—Reviewed by
KIM TAYLOR

Manuscript received November 2, 2001; revised November 5, 2001. The reviewer is in the Graduate Program in English, University of Charleston, Charleston, SC 29424 USA (e-mail: ktaylor@techlink.groopx.com). IEEE PN S 0361-1434/02/02335-4.

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Boston, MA: Houghton Mifflin, 2001.
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Index Terms—*Technical communication, technical writing, writing pedagogy.*

When an English professor and a working technical writer collaborate, the result—at least in theory—should be a textbook with the strengths of both perspectives. William Murdick and Jonathan Bloemker's *The Portable Technical Writer* is the product of such a collaboration. The book's stated goal is to provide concise yet comprehensive coverage of major concepts in technical writing, emphasizing real-world application. Although the intended audience is introductory-level technical writing students in college, the book's no-nonsense approach to content and organization makes it a viable reference tool in the workplace. Similarly, because the authors envision an interdisciplinary college audience ranging from technical writing majors to business and science majors, the theoretical component so prominent in many other technical writing manuals is notably absent. *The Portable Technical Writer* is designed to be used rather than studied, and instructors who emphasize a hands-on approach to learning technical writing will find this textbook invaluable.

The book's coverage, neatly summarized in a one-page overview on the inside cover, is comprehensive. Murdick and Bloemker develop the subject from a student's perspective, establishing a clear, sequential connection between classroom and corporate writing environments in the first two chapters, "Technical Writing in College" and "Technical

Writing on the Job." Both chapters stress the interactive nature of technical writing, underscoring the human variables to be factored into the writing process. Chapter 3 adds another layer of complexity, by exploring "Collaborative Writing." The authors define this activity broadly, encompassing everything from actual group writing to scenarios where the writer collates and edits information from several sources. Thus, the first three chapters are devoted to the many contexts where technical writers may work, acknowledging both the teachable skills of the classroom and the critical variations on those skills in the workplace.

Beginning with Chapter 4, "Rhetoric," the book shifts its emphasis from general concepts to specific strategies. In keeping with the authors' focus on usability, there is no discussion of classical or historical models. Rather, information is presented in compact, often bulleted discussions of "how-to." The chapter on rhetoric, for example, describes how to inform, instruct, persuade, request, document, assign, report, sell, and promote ideas through effective choices in tone, point of view, and organization. Subsections dealing with common rhetorical pitfalls and the special challenges of cross-cultural communication help students identify oversights that could undermine a document's success with readers. This theme of choice-and-implication is further explored in the next chapter, "Technical Writing Style."

Portable Technical Writer

LL Leslie



Portable Technical Writer:

The Portable Technical Writer William Murdick, Jonathan C. Bloemker, 2000-08-03 This brief inexpensive text provides a complete introduction to technical writing in a handy spiral format The authors establish a fictional telecommunications company as a context for the technical writing tasks taught in the book In addition to the usual short documents the book teaches how to design and develop long documents such as manuals and proposals Professional editing proofreading and indexing are presented as part of technical writing Portable Technical Writer Plus Raimes Pocket Keys Mla Update William Murdick, 2003-12-01 **Ivanpah Solar Electric Generating System** ,2010 *A Student Guide to College Composition* William Murdick, 2011-07-01 **Portable Electronics: World Class Designs** John Donovan, 2009-03-12 All the design and development inspiration and direction an electronics engineer needs in one blockbuster book John Donovan Editor in Chief Portable Design has selected the very best electronic design material from the Newnes portfolio and has compiled it into this volume The result is a book covering the gamut of electronic design from design fundamentals to low power approaches with a strong pragmatic emphasis In addition to specific design techniques and practices this book also discusses various approaches to solving electronic design problems and how to successfully apply theory to actual design tasks The material has been selected for its timelessness as well as for its relevance to contemporary electronic design issues Contents Chapter 1 System Resource Partitioning and Code Optimization Chapter 2 Low Power Design Techniques Design Methodology and Tools Chapter 3 System Level Approach to Energy Conservation Chapter 4 Radio Communication Basics Chapter 5 Applications and Technologies Chapter 6 RF Design Tools Chapter 7 On Memory Systems and Their Design Chapter 8 Storage in Mobile Consumer Electronics Devices Chapter 9 Analog Low Pass Filters Chapter 10 Class A Amplifiers Chapter 11 MPEG 4 and H 264 Chapter 12 Liquid Crystal Displays Hand picked content selected by John Donovan Editor in Chief Portable Design Proven best design practices for low power storage and streamlined development Case histories and design examples get you off and running on your current project **The Ultimate Writing Coach** Caroline Taggart, 2010-11-18 The Ultimate Writing Coach contains everything you need to know about writing and publishing It presents authoritative guidance direct from professional writers covering the full gamut of both the fiction and non fiction market For fiction there is coaching on everything from creating believable characters and writing short stories to specialist subjects such as crime and children s fiction For non fiction learn from expert advice on travel and technical writing writing for the web poetry and biographical writing and journalism This invaluable guide also includes succinct practical guidance on actually getting published with articles on how to get your submission right for immediate impact contracts and legal issues and the financial side There are handy tips on learning opportunities whether you re a high school graduate looking to embark on a university degree or a full time mom looking to take a short course or workshop And a handy glossary of book trade terminology will ensure you re fully clued up on your industry jargon Teaching College Composition William

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The Handheld Library Thomas A. Peters,Lori A. Bell,2013-04-01 Covering topics such as mobile reference eBooks mobile websites and QR codes this book examines the effects of the global mobile revolution on libraries and library users critical information all librarians need The Handheld Library Mobile Technology and the Librarian provides the information and guidance librarians need to adapt themselves and their facilities to the mobile revolution the fastest most diffuse worldwide technological innovation in human history The book provides an up to date survey of how mobile technologies are affecting library use library services library systems librarians and library users at various types of libraries The authors cover core topics related to mobile libraries including mobile reference eBooks mobile websites and QR codes and address aspects of the mobile revolution less frequently covered in the literature such as mobile health information services the use of mobile technologies on archival work the impact of the mobile revolution on physical libraries and the ways in which new mobile technologies are creating professional development opportunities within the profession While this resource is specifically targeted toward librarians who plan and provide services using mobile technologies academic public and other librarians will also find the ideas and information within useful

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