

## Is An Apa Paper Double Spaced

THE RESEARCH WRITER helps students transition from writing the research paper to doing research writing, from reporting information to working with ideas. The subtitle--Curiosity, Discovery, Dialogue--signals this shift: this handbook promotes research as a curiosity-driven activity that leads to discoveries that are then shared through various types of dialogue. With this practical and reader-friendly handbook, students will learn the research and writing skills needed for any research project and will be able to apply and transfer these skills to their own disciplines. Students can use THE RESEARCH WRITER to become more intelligent, ethically aware researchers, able not just to avoid plagiarism but to write with credibility while navigating the twenty-first century digital landscape. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

This sixth edition of THE POCKET WADSWORTH HANDBOOK provides up-to-date, realistic advice for today's digital-age students. You will find it clearly written, thorough, easy to navigate, and indispensable for use in college courses and beyond. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Qualitative Research Methods in Education and Educational Technology was written for students and scholars interested in exploring the many qualitative methods developed over the last 50 years in the social sciences. The book does not stop, however, at the boundaries of the social sciences. Social scientists now consume and use research methods from many fields. The rich resources of research methods and theories from both the humanities and philosophy are also covered in this book. It explains why postpositivist quantitative research should not be "the only game in town" and provides solid theoretical foundations, beginning with the positions of Plato and Aristotle, for broadening our horizons about what warrants our attention. Using Aristotle's concept of phronesis the author shows why methods such as narrative research and storytelling, hermeneutic inquiry, literary theory, philosophical inquiry, and much more have important applications in education and educational technology. On those foundations, the author also builds a framework for doing many types of research – from participatory action research to content analysis, to postmodern case studies, to empowerment research and philosophical inquiry. He accomplishes this through a combination of original text, summaries of exemplary research in education and educational technology, and suggested readings that are annotated and introduced at the end of each chapter. Many of these readings are available online and they extend the discussion of research methods or serve as exemplars of a particular type of educational technology research. There are open ended and conceptual questions for each reading, and developing your own answers to them is one way you can extend your depth of understanding about qualitative research methods in education and educational technology.

One-on-one encounters with writers often contribute more to the development of student writing abilities than any classroom activity because they are personalized and responsive to individual needs. For the encounters to be successful, the writing tutor, teacher, or consultant must be prepared, must be knowledgeable of what it means to write and the factors that make writing more and less effective, and must also know the students. This guide focuses on what those who conference with second language writers need to know to respond best to students, recognize their needs, and steer conversations in productive directions. One on One with Second Language Writers provides tips about activities that can be adapted to individual contexts, student writing samples that can be analyzed for practice, a glossary, a list of useful resources, and a checklist for conferencing sessions. The book is appropriate for use in university and secondary school writing or learning centers, teacher training programs for both general composition and ESOL instructors, and as an individual reference tool. The book uses non-technical language where possible, but terminology is introduced where it might be useful when conferencing with students.

Introduce your students to the latest that Microsoft Office has to offer with the new generation of Shelly Cashman Series books! For the past three decades, the Shelly Cashman Series has effectively introduced computer skills to millions of students. With MICROSOFT WORD 2013, we're continuing our history of innovation by enhancing our proven pedagogy to reflect the learning styles of today's students. In this text you'll find features that are specifically designed to engage students, improve retention, and prepare them for future success. Our trademark step-by-step, screen-by-screen approach now encourages students to expand their understanding of MICROSOFT WORD 2013 through experimentation, critical thought, and personalization. With these enhancements and more, the Shelly Cashman Series continues to deliver the most effective educational materials for you and your students. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The second edition of this book is designed for beginning and experienced authors, for nurses who want to write articles about their practice, and for graduate students in nursing to guide their preparation of papers for both courses and publication. Developing the ability to communicate in writing is an essential outcome of nursing programs, particularly at the graduate level. This book is a widely used resource on all aspects of: writing EBP papers, reporting research for use in practice, disseminating the findings of clinical projects and innovations, and preparing manuscripts for publication. The text includes new content that focuses on the dissemination of information in Evidence-Based Practice (EBP). Varied models of EBP are presented with an emphasis on how to disseminate evidence to different audiences, including how to prepare critical appraisals of research studies with implications for practice, literature reviews and syntheses, and other types of written reports that contribute to EBP.

Let the Author's Handbook of Styles for Life Science Journals save you time and trouble by providing a one-stop resource for all your manuscript writing requirements. No more

plowing through your journal collection or wandering the library stacks to get those elusive journal pages containing instructions to authors. This unique book contains all the information you need to know: whether the journal will consider your manuscript; the journal's submission address; how to construct the abstract, illustrations, tables, and references; and specific information on copyright, multiple authorship, statistical analyses, and page charges. The Author's Handbook of Styles for Life Science Journals gives all this information for 440 of the most important English-language, life science journals. Titles were selected from the "Journal Rankings by Times Cited" list in the Science Citation Index Journal Citation Report. Because this report is heavily weighted toward the medical sciences, other life science journals are incorporated into the book based on general level of prestige and reputation. In addition, some new titles that promise to be important to their fields, like Nature Medicine and Emerging Infectious Diseases are also included. Organized by journal title, the handbook's entries are uniformly arranged to allow direct comparison between journals. Information is presented in an easy-to-use, easy-to-read format with clear and explicitly stated instructions. The Author's Handbook of Styles for Life Science Journals gives authors in the life sciences all the information necessary for the correct and complete compilation of a manuscript for submission to their journal of choice.

Writing from the Core is more than a handbook: it is a roadmap that leads to correct and effective writing. -An effective writing style begins with well-written sentences: sentences that speak to the reader clearly and concisely. - Structure and style cross paths at the sentence core: gain control of the sentence core, and you also gain control of your editing and revising skills. - In fact, once you can edit and revise with skill, you may spend more time mulling over your writing and reaching deeper insight, improving substance as well as style. Writing from the Core takes the mystery out of how to produce correct, clear, and concise writing, building confidence along with skill. I love this approach; it's practical yet personal. Writing from the Core is a guide with personality - it takes theory and makes it real. -Elizabeth Anderson, Writing Instructor, College of DuPage A straight-forward handbook that has been infinitely more useful than any handbook or workbook I've used in college. -Dominic Schiralli, Fine Arts major, Indiana University Northwest Students who use this method have a much easier time with composition. Structure becomes easy, so they can focus on building their writing skills. This is a great method producing fantastic results. - Peggy Patlan, Adult Education Instructor, Moraine Valley Community College

READINGS FOR WRITERS is the preeminent rhetorical reader for the freshman composition course. This bestseller continues its tradition of providing comprehensive coverage of the writing and research process, while also offering a wide variety of appealing readings. With more than 70 selections from a broad range of topics and genres, this text offers something to spark excitement in any writer. This edition has been updated to reflect guidelines from the 2016 MLA HANDBOOK, Eighth Edition. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

No matter where you are in the writing process or how confident you are in your writing, THE COLLEGE WRITER: A GUIDE TO THINKING, WRITING, AND RESEARCHING, 7E offers valuable guidance and support. This fully updated four-in-one resource provides a rhetoric, reader, research guide, and complete handbook for writers of any skill level. Updated professional and student writing samples highlight important features of academic writing -- from organization to documentation -- while modeling strategies and timely topics to use in your own papers. A reader-friendly organization leads you through the process of composing critical academic and research-based essays. Revisions emphasize how to craft strong paragraphs and thesis statements as well as how to analyze and respond to readings. Updates also address how to evaluate and compose multimodal texts that combine several modes, such as written and spoken language and visuals, as you prepare to communicate effectively. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Focuses on careful preparation as the key to academic success Brimming with practical ideas and useful resources, this book aims to prepare nurses at all levels to advance and attain their educational goals. Each chapter details how to prepare and stay motivated for the journey ahead, including how to stop contemplating the decision and move forward. The book addresses common barriers and fears about a return to school, such as how to handle multiple responsibilities, refresh writing skills, finance a college education, and deal with the fear of technology or being too old. Through real life examples from nurses who have faced the challenges of re-entering college, Advancing Your Nursing Degree: The Experienced Nurse's Guide to Returning to School, details the process of selecting a program, completing an application, and orienting to college life. In a friendly and personal voice, this book describes the current academic environment and the expectations facing students today. Included are checklists on what to look for when deciding on a school and program, how to identify gaps in computer skills, and what resources may help promote ultimate success. Each chapter builds on the previous one and contains resources and examples on preparing mentally for the rigors of school, getting family and other support systems onboard, balancing job responsibilities and schedules, sharpening academic and computer skills, setting up a study area that is conducive to success, and celebrating achievements along the way. The book also details ideas on how to finance a college education, including particular resources available to nurses. While written for nurses at all educational levels, each chapter includes specific information for graduate nurses. Key Features: Written by a nurse for nurses at all levels of education and experience Focuses on thoughtful preparation, an often overlooked strategy for success when re-entering the academic environment Addresses the fears frequently expressed by nurses when returning to school Provides practical ideas and real life examples from nursing students and faculty Includes a checklist of items to consider when exploring program choices Presents strategies and resources to fund nursing education

Combining the time tested classical work of Earl Babbie with the insights of one of the most recognized and respected names in speech communication research, THE BASICS OF COMMUNICATION RESEARCH is the book for the Communication research methods course. With the authors' collective experience teaching research methods and as active researchers themselves you will find this text to be the authoritative text for your course. The authors frame research as a way of knowing, and provide balanced treatment to both quantitative and qualitative research traditions in communication research and present it in a student friendly and engaging format. It provides in-depth treatment of the role of reasoning in the research enterprise and how this reasoning process plays itself out in planning and writing a research proposal and report. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Develop the research skills you need for success in academic, career, and everyday situations with THE WADSWORTH GUIDE TO RESEARCH. Recognizing that technology is a part of your daily life, the authors will show you how to apply the research skills you use every day (buying a car, choosing a movie, etc.) to academic and professional settings. Annotated student samples, research scenarios, and Techno Tips show you the how and why of researching and the key research technologies important to success. Available with InfoTrac Student Collections <http://gocengage.com/infotrac>. Important Notice:

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4LTR Press solutions give students the option to choose the format that best suits their learning preferences and needs. This option is perfect for those students who focus on the textbook as their main course resource. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Combining streamlined instruction in the writing process with outstanding accessibility, THE COLLEGE WRITER is a fully updated four-in-one text with a rhetoric, a reader, a research guide, and a handbook for students at any skill level. Throughout the text, numerous student and professional writing samples highlight important features of academic writing -- from voice to documentation -- and offer guidance for students' own papers. The sixth edition features fully refreshed sample essays, stronger instruction in argumentative writing, revamped activities and projects, and citation and documentation updates based on the MLA Handbook, 8th Edition. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Success as a Psychology Major, First Edition by David E. Copeland and Jeremy A. Houska is an essential resource for any student interested in pursuing an undergraduate degree in psychology. Built from the ground up with input from hundreds of psychology students, this First Edition answers every question a trepidatious undergraduate may have. Success as a Psychology Major opens with practical tools on how to be a successful student, walks readers through the psychology curriculum, highlights key skills to develop, and presents the various academic and career paths to take after graduation. Unique chapters on joining a research lab, professional organizations and clubs, documenting students' accomplishments, and practical tools for managing time and money provide students with resources they will use throughout their academic career. Presented in a modular format with a student-friendly narrative, this text is a step-by-step road map to a fulfilling and meaningful experience as a student of psychology. THE WELL-CRAFTED ARGUMENT, 6th Edition, guides students through the process of writing effective arguments across the disciplines. The two-part structure of this rhetoric/reader includes a complete pedagogical apparatus -- with coverage of critical reading strategies as well as writing, researching, and documenting a topic -- and an anthology of readings grouped into six thematic clusters. In-depth instruction, combined with real student writings, engages students and helps them discover their own voices. The text's visual emphasis and the authors' practical skill-building approach are enhanced with a full-color format. Summaries and checklists in Part I, Connections Among the Clusters and other study aids in Part II, and writing projects throughout the text encourage students to apply what they've learned. In addition to guidance on drafting and revising arguments, the authors provide a variety of composition strategies, including freewriting, outlining, and shared reading. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

This useful guide educates students in the preparation of literature reviews for term projects, theses, and dissertations. The authors provide numerous examples from published reviews that illustrate the guidelines discussed throughout the book. New to the seventh edition: Each chapter breaks down the larger holistic review of literature exercise into a series of smaller, manageable steps Practical instructions for navigating today's digital libraries Comprehensive discussions about digital tools, including bibliographic and plagiarism detection software Chapter activities that reflect the book's updated content New model literature reviews Online resources designed to help instructors plan and teach their courses ([www.routledge.com/9780415315746](http://www.routledge.com/9780415315746)).

Volume 14, Number 1, 2002. Contents: J.R. Lewis, Introduction. ARTICLES: D.J. Gillan, R.G. Bias, Usability Science 1: Foundation. H.R. Hartson, T.S. Andre, R.C. Williges, Criteria for Evaluating Usability Evaluation Methods. R.E. Cordes, Task Selection Bias: A Case for User-Defined Tasks. M. Hertzum, N.E. Jacobsen, The Evaluator Effect: A Chilling Fact About Usability Evaluation Methods. J.R. Lewis, Evaluation of Procedures for Adjusting Problem-Discovery Rates Estimated From Small Samples. M. Hassenzahl, The Effect of Perceived Hedonic Quality on Product Appealingness.

Write right in for scholarly success While world-renowned for the precision and clarity it lends to scholarly writing, keeping track of APA style's exacting standards can be demanding (at times even excruciating!) for initiates and seasoned writers alike. Created and governed by the American Psychological Association, it provides a universal style for formatting, citations, and footnotes in psychological research, behavioral and social science journals, and beyond. Getting up to speed is tough stuff, but once you've got it, your work will have that easy-to-follow scholarly authority that will get high marks from your professors and peers alike. Your friendly, frustration-free guide for this adventure in simplifying APA style is Joe Giampalmi, who has taught more than 100 APA-style composition courses to college students. He takes the pain of following APA style away by breaking it down to its essential elements and focusing on the important stuff students encounter most. You'll work through specific, real-life examples of using APA style for psychology, criminology, business, and nursing papers. In addition to demystifying the intricacies of formatting and citation, APA Style & Citations For Dummies has got you covered in all matters of grammar and punctuation—as well as guidance on how APA style can help you negotiate issues around the ethics of authorship and the importance of word choice in reducing bias. Develop conciseness and clarity Pay attention to flow, structure, and logic in your writing Know when, why, how, and what to cite Keep your writing ethically conscious and bias-free Writing in APA style is something that almost all students will need to do at some point: APA Style & Citations For Dummies is a must-have desk reference to know how to win the approval of your professors—and earn the marks you need for success!

Written for Tusculum College students, this guidebook will help you to navigate the often-confusing and tangled paths of academic writing. From your freshman composition sequence through your senior seminar course, you should plan to use the strategies taught in this book to complete a variety of writing assignments including rhetorical analyses, standard arguments, research papers, annotated bibliographies, and proposals. Each chapter will walk you through the steps necessary to navigate these different writing types. Additionally, you will be introduced to the writing process, including methods of prewriting, drafting, revising, and editing. This process will help you in any kind of writing you undertake.

Combining streamlined instruction in the writing process with outstanding accessibility, *THE COLLEGE WRITER, BRIEF*, is a fully updated three-in-one book-with a rhetoric, a reader, and a research guide-for users at any skill level. Throughout the book, numerous student and professional writing samples highlight important features of academic writing-from voice to documentation-and offer models for users' own papers. The fifth edition features a greater focus on writing across the curriculum, further supported within the research chapters by additional coverage of report writing, primary research, and avoiding plagiarism. Each student text is packaged with a free Cengage Essential Reference Card to the *MLA HANDBOOK, Eighth Edition*. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

APA/MLA Guidelines provide writers with the information that they need to present their research findings correctly in APA/MLA formatted papers. Because both styles require in-text citations, confusion may set in when writing a paper in MLA. The use of the Guideline will allow you to decide quickly between APA: (Johnson, 2010) or MLA: (Johnson 25). Such information at your fingertips will end the waste of time searching for information and allow you to present a strong credible paper.

You're sitting at your desk in a classroom or in an airless cubicle, wondering how many minutes are left in a seemingly endless day, when suddenly your teacher or supervisor lowers the boom: She wants a research paper, complete with footnotes and a list of sources. She wants accuracy, originality, and good grammar. And – gasp! – she wants ten pages! You may be 16 years old or 60 years old, but your reaction is the same: Help! Take heart. A research paper may seem daunting, but it's a far-from-impossible project to accomplish. Turning research into writing is actually quite easy, as long as you follow a few proven techniques. And that's where *Research Papers For Dummies* steps in to help. In this easy-to-understand guide, you find out how to search for information using both traditional printed sources and the electronic treasure troves of the Internet. You also discover how to take all those bits of information, discarding the irrelevant ones, and put them into a form that illustrates your point with clarity and originality. Here's just a sampling of the topics you'll find in *Research Papers For Dummies*: Types of research papers, from business reports to dissertations The basic ingredients of a paper: Introduction, body, conclusion, footnotes, and bibliography Note-taking methods while doing research Avoiding plagiarism and other research paper pitfalls Defining your thesis statement and choosing a structure for your paper Supporting your argument and drawing an insightful conclusion Revising and polishing your prose Top Ten lists on the best ways to begin your research online and in print *Research Papers For Dummies* also includes an appendix that's full of research paper ideas if you're stuck. If you're tasked with writing a research paper, chances are you already have a lot of demands on your time. You don't need another huge pile of papers to read. This book can actually save you time in the long run, because it gives you the easiest, fastest, and most successful methods for completing your paper.

The focus of *Sports Medicine and Neuropsychology* is the question of what role the neuropsychologist should have in the diagnosis, treatment, and management of sports-related concussions. The goal of this special issue is to examine the most current issues facing this growing and dynamic field of neuropsychology. The first article is dedicated to reviewing current issues in the neuropsychological assessment of concussions in sports-related events. The next paper examines data on over six million practice-and-game-exposures among athletes participating in the NCAA's Injury Surveillance System. Two contributions examine the empirical role that neuropsychologists can have in the area of concussion research. The final two papers review the advantages and limitations on computer-based assessment of sports-related concussions and discuss neuropsychology's role in return-to-play decisions following them.

This is a concise how-to guide to social sciences research for undergraduate and graduate students. Technologies including citation managers, presentation technologies, e-resources, and Google Scholar are weaved throughout this handy guide.

TRY (FREE for 14 days), OR RENT this title: [www.wileystudentchoice.com](http://www.wileystudentchoice.com) An approachable, coherent, and important text, *Research in Psychology: Methods and Design, 8th Edition* continues to provide its readers with a clear, concise look at psychological science, experimental methods, and correlational research in this newly updated version. Rounded out with helpful learning aids, step-by-step instructions, and detailed examples of real research studies makes the material easy to read and student-friendly.

This will be the fourth edition of a time-tested resource for students writing papers in the fields of religion and theology. It provides essential guidance for writing assignments typical in graduate programs in religion and has served as a standard textbook for seminary research courses. The fourth edition is updated to include information on Turabian 9th edition, SBL Handbook 2nd edition, new resource lists, and additional help with online resources and formatting issues. Most importantly, this new edition is revised from the perspective of information abundance rather than information scarcity. Today's research mindset has shifted from "find anything" and "be satisfied with anything" to "choose intentionally" reliable and credible sources. *Quality Research Papers* will guide students through an overabundance of online and library resources and help them craft excellent essays.

The *POCKET GUIDE TO APA STYLE, 5E* is an essential tool for writing research papers across the disciplines. Concise and thorough, the *POCKET GUIDE* offers straightforward explanations, annotated examples, and margin notes designed to help writers produce properly documented papers in the latest APA style. Not only less expensive and easier to use than the *APA Manual*, the *POCKET GUIDE* also includes extensive coverage of electronic sources, preparing writers to evaluate and use Internet references correctly in their research. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

*RESEARCH METHODS FOR THE BEHAVIORAL SCIENCES, Fifth Edition*, helps readers see how interesting and exciting experimental and nonexperimental research can be. Inviting and conversational, the book leads readers through the research process from start to finish. It begins with tips and strategies for generating research ideas, moves to selecting measures and participants, and then offers an examination of research strategy and design. This step-by-step presentation emphasizes the decisions researchers must make at each stage of the process. The authors avoid a cookbook approach by linking terminology with applied concepts; their lecture in a book style makes the text accessible by emphasizing discussion and explanation of topics. Examples and content throughout the book reflect the most current APA guidelines. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

*READINGS FOR WRITERS* is the preeminent rhetorical reader for the freshman composition course. This bestseller continues its tradition of providing comprehensive coverage of the writing and research

process, while also offering a wide variety of appealing readings. With more than 70 selections from a broad range of topics and genres, this text offers something to spark excitement in any writer. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The only practical guide for helping social work students create high-quality applied capstone research projects from start to finish This “mentor-in-a-book” provides social work students with invaluable information on designing, implementing, and presenting first-rate applied research projects focused on improving social work programs and services. Taking students step-by-step through the entire process, the book helps students plan their projects by providing descriptions of the various research methodologies that can be used to improve social work programs and services. It offers extensive instruction on how to write effectively by providing detailed information on all written components of capstone research projects, as well as the dos and don'ts of writing research reports. Covering data collection methods, program evaluation, organization and community needs assessments, practice-effectiveness studies, and quantitative and qualitative data analysis, this brand-new book also addresses best practices for presenting findings upon completion of the applied research project. Additional features include abundant case examples demonstrating the application of theory to practice and an examination of both qualitative and quantitative research approaches, while also helping students demonstrate social work practice competencies within their capstone projects. Practice activities in each chapter help students apply knowledge to their research projects; and technology exercises help students master important digital research techniques. A capstone project checklist and competency log help students monitor progress, and QR codes provide supplementary support and resources. Additional resources include competency rubrics, detailed group exercises for each chapter, and a sample syllabus for faculty. Purchase of the book includes digital access for use on most mobile devices or computers. Key Features: Delivers step-by-step information on creating high-quality social work capstone projects from conception through presentation Includes a detailed summary of the major applied research approaches to improving social work programs and services Explains how to research literature and write a problem statement on a social service issue Contains extensive information on how to write effective capstone research papers along with abundant examples Helps students to demonstrate social work practice competencies Offers case examples throughout to demonstrate the application of theory to practice Presents practice activities and technology exercises in each chapter Provides a capstone project checklist and competency log Includes QR codes providing additional resources for each chapter

The volume represents a lifetime's work of the author, for many years the Stephen P Timoshenko Distinguished University Professor of Fluid Mechanics of the University of Michigan. The papers selected treat the dynamics of stratified or rotating fluids, internal or surface waves, hydrodynamic stability, jets and plumes, flow in porous media, and certain aspects of hydrodynamics in magnetic or electric fields. When the papers are viewed in perspective, heterogeneity, whether in density, entropy, circulation, viscosity, or in some quantity which can be called magnetic circulation, seems to be a recurring theme in the phenomena investigated. It provides a general framework through which the understanding of the various phenomena is facilitated by the satisfying similarity underlying their seeming diversity.

Combining streamlined instruction in the writing process with outstanding accessibility, THE COLLEGE WRITER, BRIEF, is a fully updated three-in-one text -- with a rhetoric, a reader, and a research guide -- for students at any skill level. Throughout the text, numerous student and professional writing samples highlight important features of academic writing -- from voice to documentation -- and offer guidance for students' own papers. The sixth edition features fully refreshed sample essays, stronger instruction in argumentative writing, revamped activities and projects, and citation and documentation updates based on the MLA Handbook, 8th Edition. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Robert P. Yagelski's WRITING: TEN CORE CONCEPTS is based on ten fundamental lessons -- the core concepts -- that students must learn to become effective writers. The thorough integration of these core concepts and the space devoted to guiding students through the main composing assignments distinguishes this book from all other writing guides. The text introduces students to the key rhetorical moves of three essential aims of writing (analysis, argument, and narrative) and then offers applied assignment chapters that use the ten core concepts to guide students' thinking and writing. Emphasizing writing as an interaction between a writer and a reader, WRITING: TEN CORE CONCEPTS offers students a way to participate in the important conversations that shape our lives. The second edition includes 21 new readings, new strategies for academic reading, a new section on summary-response essays, updated guidance on finding digital resources and on MLA documentation, and more. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The book 'Business Communication' is of utmost utility for the students of various courses namely B.Com, BBA, MBA, etc. This book has been prepared according to the revised syllabus. For the help of the students, the subject matter of the book is simple, comprehensible and easily understandable. Moreover, wherever required, important facts, examples, tables, graphs, etc. are used for enhancing the quality of the chapters. For self-assessment, at the end of each chapter, Long Answer Type Questions, Short Answer Type Questions and Objective Type Questions are given that were asked in previous examinations of various universities.

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