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U.S. Supreme Court Brief Writing Style Guide

Dan Schweitzer

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Us Government Writing Style Guide

GPO Style Board, Robert C. Tapella



U.S. Government Writing Style Guide:

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U. S. Government Printing Office Style Manual U.S. Government Printing Office, 2009-03-01

Style Manual United States. Government Printing Office, 1953

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United States Government Correspondence Manual United States. General Services Administration, 1960

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Naval Personnel, 1964 **Suggestions to Authors of the Reports of the United States Geological Survey** Geological Survey (U.S.), 1991 **The Copyeditor's Handbook** Amy Einsohn, Marilyn Schwartz, 2019-05-14 Unstuffy hip and often funny The Copyeditor's Handbook has become an indispensable resource both for new editors and for experienced hands who want to refresh their skills and broaden their understanding of the craft of copyediting This fourth edition incorporates the latest advice from language authorities usage guides and new editions of major style manuals including The Chicago Manual of Style It registers the tectonic shifts in twenty first century copyediting preparing text for digital formats using new technologies addressing global audiences complying with plain language mandates ensuring accessibility and serving self publishing authors and authors writing in English as a second language The new edition also adds an extensive annotated list of editorial tools and references and includes a bit of light entertainment for language lovers such as a brief history of punctuation marks that didn't make the grade the strange case of razbliuto and a few Easter eggs awaiting discovery by keen eyed readers The fourth edition features updates on the transformation of editorial roles in today's publishing environment new applications processes and protocols for on screen editing major changes in editorial resources such as online dictionaries and language corpora new grammar and usage authorities online editorial communities and web based research tools When you're ready to test your mettle pick up The Copyeditor's Workbook Exercises and Tips for Honing Your Editorial Judgment the essential new companion to the handbook **Copyediting and Proofreading For Dummies** Suzanne Gilad, 2011-02-14 Turn your knack for language into a lucrative career Must know techniques and resources for maximizing your accuracy and speed Interested in becoming a copyeditor or proofreader Want to know more about what each job entails This friendly guide helps you position yourself for success Polish your skills build a winning résumé and land the job you've always wanted Books magazines Web sites corporate documents find out how to improve any type of publication and make yourself indispensable to writers editors and your boss Balance between style and rules Master the art of the query Use proofreader symbols Edit and proof electronic documents Build a solid freelancing career **Instant-Answer Guide to Business Writing** Deborah Dumaine, Elisabeth C. Healey, 2003-03 Fast accurate answers to all your business writing questions will be at your fingertips when you put this handy carry it anywhere reference to work for you Packed with practical guidance and real world examples it helps you write better business documents in half the time design winning proposals generate e mail that commands attention create presentations and reports that achieve results use visuals to maximum effect choose from many sample documents for inspiration write with greater clarity and impact avoid redundancy stiff phrasing and bureaucratic writing make every word count handle complex technical topics with ease learn the fine art of sending bad news organize formal documents for impact choose the best formatting techniques avoid embarrassing mistakes in grammar and usage **Technical Communication** Michael H. Markel, Mike Markel, 2012-01-04 This volume provides students with accessible and easy to follow strategies for tackling the major types of documents from writing reports to job

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In recent years the focus in groundwater studies has expanded to also include groundwater contamination and remediation studies as a part of resource evaluations While there are other books on the subject Field Hydrogeology A Guide for Site Investigations and Report Preparation provides the first integrated presentation of the American Society of Testing Materials ASTM standards US Geological Survey USGS and US Environmental Protection Agency EPA field techniques It also includes access to a Web site that contains software for designing aquifer tests and aquifer recharge experiments Written by an author with more than 40 years of experience in hydrology and geology this reference treats the subject from a field standpoint Useful as a field guide and a textbook it contains standard methods for planning and undertaking hydrogeologic investigations It incorporates case studies contains a glossary of field hydrogeology technical terms and provides a detailed list of ASTM standards and key hydrologic Web sites The guide is based on ASTM standards EPA and US Department of Interior DOI field technical manuals The text covers hydrogeologic fundamentals conceptual models planning an investigation surface investigations subsurface investigations field inventory stream flow measurements water quality measurements and report preparation It includes more recent groundwater evaluation techniques such as tracing and isotope techniques Field Hydrogeology will allow students and seasoned professionals to have a vast array of clearly written descriptive materials and an extensive source of references available at their fingertips About the Author John E Moore Ph D is a hydrogeologist at the USEPA Region 8 in Denver Colorado Dr Moore is also an adjunct professor of hydrology at Metro State College in Denver and a consulting hydrologist He has more than 40 years of experience in hydrogeology and geology as a researcher teacher and consultant He is internationally recognized as an expert in these fields Dr Moore was deputy assistant chief hydrologist and field scientist with the USGS and served as a technical advisor to the USEPA and the U S House of Representatives He is past president of the International Association of Hydrogeologists IAH and the American Institute of Hydrology AIH and is the chairman of the IAH Education Commission **Technical Communication** Mike Markel,Michael H. Markel,2009-02-03 Comprehensive and truly accessible Technical Communication guides students through planning drafting and designing the documents that will matter in their professional lives Known for his student friendly voice and eye for technology trends Mike Markel addresses the realities of the digital workplace through fresh samples and cases practical writing advice and a companion Web site TechComm Web that continues to set the standard with content developed and maintained by the author The text is also available in a convenient affordable e book format

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