

Steps to Writing Well: With Additional Readings, 2001, 648 pages, Jean Wyrick, 0155050982, 9780155050983, Cengage Heinle, 2001

Features Available with or without readings, the text gives instructors flexibility in structuring the class and easily accommodate all teaching styles. Precise and clear instruction in each chapter facilitates student learning. Meaningful exercises and writing assignments throughout the text help students practice what they have learned. Fifteen student and fourteen professional samples provide models of good writing. A brief handbook shows students how to correct the most common errors in grammar, punctuation, and mechanics. Steps to Writing Well with Additional Readings provides 33 extra readings, making it unnecessary for students to purchase an additional reader. New To These Editions Chapter 5, "Drafting and Revising," contains an expanded discussion of using a computer and now offers students a system for revising drafts in stages. Chapter 8, "The Reading-Writing Connection," provides students with advice on how to write a summary. A new pair of professional essays with opposing views in Chapter 10, "Argumentation," helps students analyze rhetorical appeals and supporting evidence. Coverage of electronic sources, including advice and warnings for Internet users has been included in Chapter 14, "Writing a Paper Using Research." A new section on summary and response, including a sample paper, has been added to Chapter 16, "Writing in Class." An entirely new Chapter 17, "Writing in the World of Work," also

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