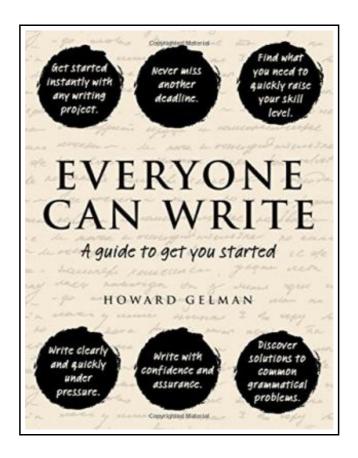
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Reviews

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EVERYONE CAN WRITE: A GUIDE TO GET YOU STARTED (HARDBACK)



Exisle Publishing, Australia, 2015. Hardback. Condition: New. Language: English . Brand New Book. Everyone Can Write is an easy-to-understand, practical, `how to write book that is accessible to everyone from a business executive wanting to polish his reports to a retiree wanting to chronicle her family history. It solves the problems that beginning writers struggle with by giving them an easy-to-follow and simple set of rules that allows them to write rapidly and clearly. The book outlines the three forms of non-fiction writing: report, narrative and essay. Each one is dissected and a set of rules applied to each structure. The rules are easily put into practice and vary for each structure. For example, in report writing, two easy-to-apply rules are: 25 words to a sentence and 3 or 4 sentences in a paragraph. The author has also developed a foolproof method of structuring your writing, so that you make effective use of your time. It s based on the easy-to-remember three-step formula: Pre-write, Free-write, Re-write. Pre-write refers to researching the necessary information. Free-write refers to getting the information onto the computer screen. Re-write refers to the essential task of editing the writing into clear readable text. This technique allows writers to become the editors of their own writing, thereby dramatically improve its quality. The essentials of grammar and punctuation, easily confused words and other useful tips for writers are also covered.



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