
Appendix F

TEN COMMANDMENTS OF *STREAM TOOLS*

Commandment #1: Team members should use compatible tools.

Commandment #2: Your boss is not your English teacher.

Commandment #3: Use document templates.

Commandment #4: Use automatic formatting features.

Commandment #5: Use modern communication tools.

Commandment #6: Do not assume that others know what you expect them to know.

Commandment #7: Never start from scratch.

Commandment #8: Iterate.

Commandment #9: Never underestimate the power of superficial appearance.

Commandment #10: “Better” is the enemy of “good.”