

Konciznost

Najjednostavniji način da zvučim pametno, da zvučim kao da zaista znam to o čemu govorim, je da koristim mnogo reči. Ovo impresionira ljude.

Konciznost

- U prethodnom delu smo pregledali tehnike kako da tekst načinimo jasnim. Česta posledica je i konciznost:
 - Strukturirane rečenice
 - Jaki glagoli
 - Konkretne informacije
 - Dobro odabrane reči
 - Aktiv
- Primenom ovih tehnika, vaš tekst postaje koncizan

Konciznost

- Koncizno pisanje: komunicirajte jasno sa adekvatnim brojem reči
- Uklanjanje viška reči:
 - Prazne fraze
 - Fraze sa previše reči
 - Redundantnost

Prazne fraze

- Čine vašu poruku dužom, bez dodavanja značenja

Very

Quite

Extremely

Actually

Somewhat

Rečenice koje počinju sa:

There are

It is

There are five steps in the quality assurance process

The quality assurance process has five steps.

Prazne fraze

- Bespotrebno „popunjavanje sadržaja“

može se videti da, moglo bi

Kao što ste do sada i sami mogli da zaključite iz teksta, editor je koncipiran tako da je primenljiv u svim sferama života.

- Naivne procene i arogancija

kao što dobro znamo, očigledno, kao što je opšte poznato, u mnogim slučajevima

Prazne fraze

- „Apstraktne“ reči: *nature, position, character, condition, situation*

BAD

The product is not of a satisfactory nature

The product is not of a satisfactory character

After specification we are in a position to begin detailed design

We are now in the situation of being able to begin detailed design

GOOD

The product is unsatisfactory

The product is unsatisfactory

After specification we can begin detailed design

We can now begin detailed design

Fraze sa previše reči

- Često se mogu skratiti na jednu reč ili ukloniti

WITH REDUNDANCY

The printer is located next to the computer

The printer is located in the immediate vicinity of the computer

The user can visibly see the image moving

He wore a shirt that was blue in colour

The input is suitably processed

This is done by means of inserting an artificial fault

The reason for the increase in number of faults found was due to an increase in testing

It is likely that problems will arise with regards to the completion of the specification phase

Within a comparatively short period we will be able to finish the design

WITHOUT REDUNDANCY

The printer is next to the computer

The printer is near the computer

The user can see the image moving

He wore a blue shirt

The input is processed

This is done by inserting an artificial fault

The increase in number of faults found was due to an increase in testing

You will probably have problems completing the specification phase

Soon we will be able to finish the design

Redundantne fraze

- Ponavljaju istu stvar više puta, ali drugim rečima
- Možete ih ukloniti, a da ne promenite značenje rečenice

~~Unexpected~~ surprise

~~End~~ result

Round ~~in shape~~

First ~~and foremast~~

Kratke rečenice

- Rečenica treba da nosi jednu informaciju
 - Izbegavajte složene rečenice kad god je to moguće
 - Reči poput *and*, *or* i *while* se često (nepotrebno) koriste za građenje složenih rečenica
 - Pogrešna upotreba zareza je čest indikator kompleksnih rečenica

Spiralni model je veoma korišćen u softverskoj industriji, jer se zasniva na stalnom usavršavanju proizvoda kako raste i znanje programera, a sa druge strane je pogodan jer ima minimalan rizik za klijenta.

Spiralni model je veoma korišćen u softverskoj industriji. Zasniva na stalnom usavršavanju proizvoda kako se programeri upoznaju sa problemom. Veoma je pogodan jer ima minimalan rizik za klijenta.

Liste

Getting to university on time for a 9.00am lecture involves following a number of steps. First of all you have to set your alarm – you will need to do this before you go to bed the previous night. When the alarm goes off you will need to get out of bed. You should next take a shower and then get yourself dressed. After getting dressed you should have some breakfast ...

To get to university on time for a 9.00am lecture:

1. Set alarm before going to bed the previous night
2. Get out of bed when the alarm goes off
3. Take a shower
4. Get dressed
5. Have some breakfast ...

- Ako opisujete listu – uvek koristite listu
- Gornji primer je *numerisana* lista – redosled stavki je bitan

Liste

Good software engineering is based on a number of key principles. One such principle is getting a good understanding of the customer requirements (possibly by prototyping). It is also important to deliver in regular increments, involving the customer/user as much as possible. Another principle is that it is necessary to do testing throughout, with unit testing being especially crucial. In addition to the previous principles, you need to be able to maintain good communication within the project team (and also with the customer).

Good software engineering is based on the following key principles:

- Get a good understanding of the customer requirements, possibly by prototyping.
- Deliver in regular increments, involving the customer/user as much as possible
- Do testing throughout (unit testing is especially crucial).
- Maintain good communication within the project team (and also with the customer).

- Ako su stavke veoma kratke (jedna linija ili manje) nema potrebe za interpunkcijom. U suprotnom koristite tačku na kraju svake stavke
- Za šta god da se odlučite, budite konzistentni

Konciznost – rekapitulacija

- Uklonite reči i fraze koje ne dodaju na značaju
 - Prazne fraze
 - Redudantnosti
- Trudite se da rečenice budu jednostavne
- Ako objašnjavate listu – koristite teze
- Objasnite svoje ideje koristeći primere, analogije i dijagrame