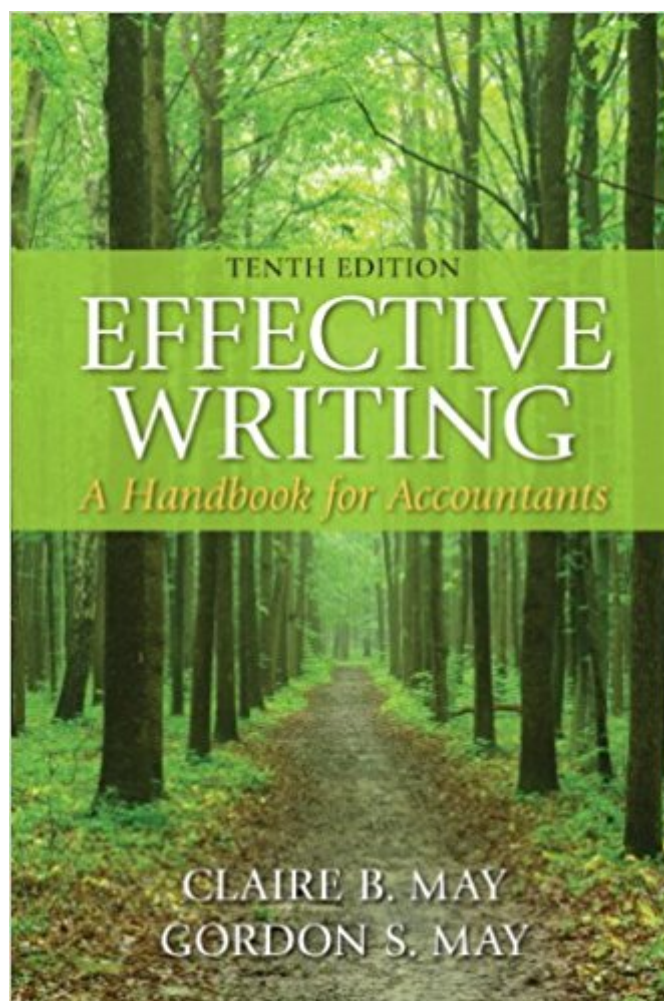


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Effective Writing: A Handbook For Accountants (10th Edition)



Synopsis

For courses in Intermediate Accounting, Accounting, Business Communication, and Technical Writing. This useful guide covers all stages of the writing process—planning, critical thinking, generating and organizing ideas, writing the draft, revising, and designing for presentation. With an emphasis on coherence, conciseness, and clarity as the most important qualities of the writing done by accountants, it guides readers through the essential skills, highlights aspects of communication that can enhance writing skills, provides material on research, shows how to write for the workplace, and includes coverage of the ethics of communication.

Book Information

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I ordered the later version of the book.

Even though I bought it new, it seemed like it had been through some wear and tear, but the content of the book is good and I'm pretty happy with the price.

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