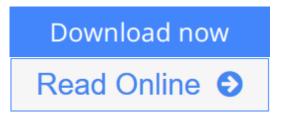


## **The Business Writer's Companion**

By Gerald J. Alred, Charles T. Brusaw, Walter E. Oliu



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More than just a guide, *The Business Writer's Companion* places writing in a real-world context with quick access to hundreds of business writing topics and more than sixty sample documents illustrating the most common types of business writing. Its dedicated author team -- with decades of combined academic and professional experience -- has created a comprehensive reference tool for students and professionals alike. Always anticipating the needs of today's business writers, the fifth edition includes expanded coverage of ethics in writing, audience, and context and reflects the impact that technology has had on workplace communication. An integrated companion Web site works together with the text to offer expanded online resources with the same clarity of instruction.

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"*The Business Writer's Companion* is the most useful, concise, to-the-point, and comprehensive book that I have seen in more than twenty years of college teaching."

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About the Author

**GERALD J. ALRED** is professor of English at the University of Wisconsin-Milwaukee, where he teaches courses in professional writing and directs the Graduate Certificate Program in International Technical Communication. He received the 2004 Jay R. Gould Award for Excellence in Teaching Technical Communication from the Society for Technical Communication.

**CHARLES T. BRUSAW** is a business-writing consultant for corporations worldwide. He worked for twenty years as a technical writer for the NCR Corporation and has also worked in advertising, public relations, and curriculum development.

**WALTER E. OLIU** until recently served as Chief of the Publishing Services Branch at the U.S. Nuclear Regulatory Commission. He is a communications consultant in the Washington, D.C. area and has taught at Miami University of Ohio, Slippery Rock State University, and Montgomery College.

All three are co-authors of *The Business Writer's Handbook*, Eighth Edition; the *Handbook of Technical Writing*, Eighth Edition; *The Technical Writer's Companion*; and *Writing That Works*, Ninth Edition.

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