

Examples, Cases, and Models Index

Examples, Cases & Models

An example is worth half a thousand words

The following are links to the examples and models of the kinds reports, letters, and other documents discussed in this book. (Some of the items are excerpts.) True, many of these examples are as much as twenty years old. However, the point here is technical writing, format, organization, style—not up-to-date technology. Even so, why not write a technology update on blood glucose monitoring systems, voice recognition software, laptop computers, wind power systems? (And then send it to us at treardo2@kennesaw.edu)

Resumes

Veterinary assistant

LAN system administrator

Maintenance technician for high-tech systems

Science writer, editor, researcher

Computer service and sales representative

Case management nurse

Technical writing intern

Curriculum Vitae

Instructional designer

Application Letters

Technical writing intern

Science editorship

Database programmer

Quality assurance manager

Programmer/analyst

The Ghost of Milagro - used with permission from Melanie Sumner, author of *How to Write a Novel*

Complaint Letters

Microwave problems

Printer problems

Cosmetics problems

Digital multimeter problems

Garden polymer sprayers

Adjustment Letters

Compensation for damaged freight

Olivia's Rose Garden Boutique

Inquiry Letters

Questions about blood glucose monitoring systems

Questions about hardware support for Red Hat Linux

Order Letters

Office equipment purchase

Proposals

Employee Wellness Program

Proposal to Write the Operation and Maintenance Manual for the M-16A2 Rifle

Academic Proposal

Nursing Staff Handbook on Communication and Swallowing Disorders in the Elderly

Corporate Standards Manual

Student Guide for Solving Engineering Mechanics Problems

Remote Desktop Access at KSU

Progress Reports

Construction handbook for a mycological growroom (annotated PDF)

Database development

Debugging techniques with Scheme

Quartz etch rate project

Therapeutic Electrical Stimulation Therapy (TES) for children with cerebral palsy (annotated PDF)

Instructions, Policies and Procedures, Standard Operating Procedures

Using WS_FTP Pro for Windows

Beginner's Guide to Eudora Lite for Windows

Operating the Minolta Freedom 3 Camera

How to Raise Potatoes in the Home Garden

Instructions for a Simple Window Curtain

Hand-washing policies and procedures for health care personnel

Accounting policies and procedures

Standard operating procedures: pouring dental impressions Thanks to Melissa Burke for making this SOP available.

User Guides

GIMP User Guide

Parallels User Guide

Recommendation & Feasibility Reports

Sport Utility Vehicles

Laptop Computers (annotated PDF)

Fire Ant Control

Blood Glucose Monitoring Systems

Uninterruptible Power Supply (UPS) Systems

First Telescope Purchase

Voice Recognition Software

Formal Technical Reports (annotated PDF)

DVD Technology and Applications

Cerebral Palsy and Its Treatments

Effects of Increased Atmospheric Carbon Dioxide

Report on Light Water Nuclear Reactors

Handbooks

Film production

Amazon

Asthma

Avian flu

Primary Research Reports

Trout Spawning Cycles

Bats Roosting in Deciduous Leaf Litter

Technical Specifications

Design and Construction of a Single-Story Purple Martin Birdhouse

Specifications: (a) Metal Doors and Frames, (b) Cassette Deck

Mazda 787B

Oral-Report Scripts

Patient Seminar on Physical Therapy

Presentation on Automobile Airbags for Sales Representatives

Report and Section Instructions

Introductions to Brief Instructions

Introductions to Brief Reports

Report Introduction from a Report on Nuclear Reactors

Report Introduction from a Report on the Ames Municipal Solid Waste Recovery System

Section Introduction Occuring in a Report on Wire-Line Logging Technology

Descriptions

Rayovac Workhorse Flashlight

Mars Exploration Rover

Primitive Stone Scraper

Littman Stethoscope

Comparison

Wind Electrical-Power Generators

Comparison of Nuclear Reactors

Classification

Industrial Robots

Types of Solar Water Heaters

Causal Discussion

Effects of a Nuclear Attack

Lunar Organic Matter

Definition

Sickle Cell Anemia

Stratospheric Ozone Depletion and HVAC Refrigerants

Superconducting Quantum Interference Device

Process Discussion

Cardiac Cycle

Wind Turbine Power Generation

Shock

Persuasion

In Favor of Recycling

Opposed to Recycling

Graphics

Map of Hellbent - used with permission from Melanie Sumner, author of *How To Write a Novel*