

Revising Business Prose Lanham

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Revising Business Prose by Richard A. Lanham

In each of the five editions of "Revising Prose," Lanham added fresh examples and exercises to its core content: the Paramedic Method comprising eight steps as follows. 1. Circle the prepositions; 2. Circle the "is" forms; 3. Find the action; 4. Put this action in a simple (not compound) active verb; 5. Start fast - no slow windups; 6.

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Argues that, while not everyone is a talented writer, everyone can be taught rules of revision that will shape more effective prose. Shows students how to translate the Official Style (bureaucratese and business and academic jargon) into plain English through the application of eight simple rules – a system called the Paramedic Method, because it provides emergency therapy for a language out ...

[Lanham, Revising Prose, 5th Edition | Pearson](#)

Identify the action -Revise your sentence to focus on the action- subject-verb-object,

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remove prepositional phrases - Calculate the lard factor of your revision: # of words in original - # of words in revision ÷ the number of words in the original. Opening. Slow openings delay and weaken the main action verb.

Revising Prose - University of Illinois at Chicago

Well, Revising Prose (5th Edition), By Richard A. Lanham is a publication that has various characteristic with others. You could not need to know that the author is, exactly how prominent the job is. As wise word, never ever evaluate the words from that speaks, yet make the words as your inexpensive to your life.

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Studystore | Revising business prose, Lanham, Richard A ...

Business Writing Essentials Revising Business Prose Business writing is characterized by precision, conciseness, and directness of approach. When drafting and revising any business-related document, look for ways to maximize your impact via minimal means. This requires clarity of prose, but also clarity of purpose, which

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must always take into account your audience ' s needs.

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The fifth edition of Richard Lanham ' s Revising Prose (Pearson, 2007) is animated by a single purpose: to demonstrate how to diagnose and revise the “ Official Style. ” By Official Style, Lanham refers to the obtuse, jargon-laden prose that animates writing in the business world and the academy.

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If anyone else is wondering about the difference between this item and Richard Lanham's "Longman Guide to Revising Prose" (currently less than one third of the price) this book contains an additional 30 pages of Appendix and Exercises in which can be found a brief outline of terms, grammar and meter and 35 short passages or sentences to analyze according to Lanham's Paramedic's Rules, identify the problems in, and correct.

[Revising Prose: Amazon.co.uk: Lanham, Richard ...](#)

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