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for scholars and business men by a scholar and a business man manly and powell s manual should be of great service it gives concisely but clearly helpful suggestions on the expression of thought and authoritative information upon practices in printing of its twelve chapters the first seven are given up to writing the last five to the questions which arise in connection with the publication of articles and books the first chapter twenty five pages specifically on english composition is the most sensible rhetoric in miniature that i have ever seen the notes that follow on grammar diction punctuation capitalization and italicization are exactly what every man at all doubtful of his knowledge in these matters needs to have at hand the chapter on letter writing answers every practical question that could be asked about the subject it is too dogmatic for my taste especially in regard to personal letters but that is a detail as for the second half of the book including the index its accuracy and definiteness are hardly short of marvelous there are two books here rather than one and i do not believe that the scholar has much need of the first half or the business man of the second but the whole volume is so convenient and so inexpensive that all sorts and conditions of men are certain to thank heaven for it the english journal in these days when as the publishers of books and the producers of plays assure us every intelligent and fairly educated person as well as some who have not these qualifications has the manuscript of the great novel or epoch making play either in preparation or else shuttling through the mails a volume of information in regard to the technique of writing ought to meet with widespread interest especially ought this to be true in the case of manly and powell s manual for writers for this is a book compiled by men who are qualified to speak with authority the one on questions of propriety and usage the other on the practice of publishers it is free from the dogmatism and petty pedantry which so generally characterize the style books of newspapers magazines and publishing houses upon points where usage is divided the authors as they have carefully pointed out in the preface have for the sake of uniformity and practical efficiency presented only a single form its great merit lies in the fact that it is authoritative with a few minor exceptions which are practically negligible its rules and precepts are unquestionable the school review how to write a user manual for your product service software sales or training procedure whether you have ever written before or not cover streamline financial statement preparation with this cross referenced guide financial statement disclosures manual is a natural complement to wiley gaap providing a complete set of tools for statement preparation this useful reference is formatted in accordance with fasb accounting standards codification asc schema with information delineated as presentation assets liabilities equity revenue expenses and broad transactions when used with other wiley gaap resources this arrangement helps users perform additional research and easily find more detailed information on requirements with disclosures referenced to fasb s asc explicit examples enable easy customization streamlining the statement preparation process and potentially improving the effectiveness of disclosures with clear presentation of information that is most important to users determining the correct wording and presentation formats for disclosures is a time consuming effort standards are continually updated and the latest changes to revenue recognition impact virtually all financial statements this book is a guide to enhanced disclosure

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1982 Industry and Product Classification Manual 1982 for scholars and business men by a scholar and a business man manly and powell s manual should be of great service it gives concisely but clearly helpful suggestions on the expression of thought and authoritative information upon practices in printing of its twelve chapters the first seven are given up to writing the last five to the questions which arise in connection with the publication of articles and books the first chapter twenty five pages specifically on english composition is the most sensible rhetoric in miniature that i have ever seen the notes that follow on grammar diction punctuation capitalization and italicization are exactly what every man at all doubtful of his knowledge in these matters needs to have at hand the chapter on letter writing answers every practical question that could be asked about the subject it is too dogmatic for my taste especially in regard to personal letters but that is a detail as for the second half of the book including the index its accuracy and definiteness are hardly short of marvelous there are two books here rather than one and i do not believe that the scholar has much need of the first half or the business man of the second but the whole volume is so convenient and so inexpensive that all sorts and conditions of men are certain to thank heaven for it the english journal in these days when as the publishers of books and the producers of plays assure us every intelligent and fairly educated person as well as some who have not these qualifications has the manuscript of the great novel or epoch making play either in preparation or else shuttling through the mails a volume of information in regard to the technique of writing ought to meet with widespread interest especially ought this to be true in the case of manly and powell s manual for writers for this is a book compiled by men who are qualified to speak with authority the one on questions of propriety and usage the other on the practice of publishers it is free from the dogmatism and petty pedantry which so generally characterize the style books of newspapers magazines and publishing houses upon points where usage is divided the authors as they have carefully pointed out in the preface have for the sake of uniformity and practical efficiency presented only a single form its great merit lies in the fact that it is authoritative with a few minor exceptions which are practically negligible its rules and precepts are unquestionable the school review

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Standard Industrial Classification Manual 1979 with contributions from more than 30 authorities in the field this reference covers topics varying from management techniques to strategic planning to ownership and governance to a department by department breakdown of health care facility support services

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