



A Handbook for Writing Formal Papers: From Concept to Conclusion (5th Edition)

Norman W. Steinaker, Terry A. Bustillos

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A Handbook for Writing Formal Papers takes the student through the writing process step by step in language that is succinct and to the point. Consistent with APA format and style, the Handbook is appropriate for any graduate or undergraduate course in education or psychology requiring the development of a formal literature review or a research study. However, it has broader applications both within and beyond the academic setting, including in any business or organization requiring the preparation of reports, documents, and other pieces of formal writing.

Each step in the writing process is carefully and clearly explained beginning with a five-step sequence: define, describe, detail, discuss, and determine. Following this, each section of the paper is delineated, from the title page and the abstract to the bibliography and appendixes. The process of completing the formal paper or research study is addressed in a section on conventions of formal writing. Included in the text are checklists for writers and substantive ancillary material. Students who have used the Handbook have unanimously praised it for helping them organize, write, and complete their work.

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