

Bibliography of Writing Textbooks

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This bibliography is a guide to new textbooks in writing published during the 1985-86 academic year. Publishers have provided the information and have selected the category in which each text is listed. Because many texts combine purposes and levels, you will need to scan related categories before conducting your review. Annotations have been edited to maintain objectivity; prices and publication dates are tentative. A directory of participating publishers appears at the end of the bibliography.

Many of these publishers now offer computer software for writing and for teaching writing. Because a comprehensive review of software is beyond the scope of this bibliography, I have excluded software unless it is offered as an optional supplement to a new textbook.

Classification Outline

I. Developmental Writing Texts

- A. Handbooks
- B. Rhetorics
- C. Readers
- D. Workbooks
- E. Special Texts

II. Freshman Writing Texts

- A. Handbooks
- B. Rhetorics
- C. Readers
- D. Workbooks
- E. Special Texts

III. Advanced Writing Texts

- A. Rhetorics
- B. Readers
- C. Composition and Literature Texts
- D. Business and Technical Writing Texts
- E. Special Texts

IV. Professional Texts

Editor's Note

With this issue the Council of Writing Program Administrators changes the format of Barbara Weaver's annual "Bibliography of Writing Textbooks." As a service to the profession, the Bibliography will now appear as a removable insert which readers can use as a browsing guide at the annual conference on College Composition and Communication.

Bill Smith

I. Developmental Writing Texts

A. Handbooks (none listed)

B. Rhetorics

Developing Textbook Thinking, by Sherrie L. Nist and William A. Diehl (D. C. Heath; 352 pages; \$13.95; September 1985). A study-skills text for basic writing courses. Includes section summaries, skill assessments, study strategy models, and application exercises. Instructor's Guide.

Independent Writing, by Teresa D. O'Donnell and Judith L. Plaiva (Little, Brown; 220 pages; \$11.95; December 1985). Designed to help ESL students attain proficiency in academic writing at the college level. Stresses a process approach including prewriting strategies, drafting, revising, and editing. Includes checklists.

Into Writing: From Speaking, Thinking, and Reading, by Lewis Meyers (Houghton Mifflin; 330 pages; January 1986). Covers paragraph and essay writing with special attention to problems of oral interference and limited reading experience; includes 20 "guided" readings and detailed writing assignments. Instructor's Manual.

Paragraph Writing, by Coats and Sandel (Prentice-Hall; 320 pages; 1986). Illustrates the writing process through paragraph skills and includes coverage of basic English sentence patterns. Instructor's Manual.

Pattern and Process: A Guide to Basic Writing, by Schwartz (Prentice-Hall; 268 pages; 1986). A process-oriented text/workbook of grammar and rhetoric. Emphasizes revising and editing and a functional approach to grammar.

Process and Practice: A Guide to Basic Writing, by Philip Eggers (Scott, Foresman; 352 pages; \$11.95; March 1986). A process-oriented text featuring paragraph and short essay construction. Opening material discusses prewriting techniques, audience consideration, writing purpose, and the importance of revision. Instructor's Manual.

The Random House Guide to Writing, Third Edition, by Sandra Schor and Judith Summerfield (Random House; 496 pages; \$12.95; December 1985). A rhetoric/handbook which now includes a mini-reader. Presents writing as process with instruction in grammar, usage, and college/business writing tasks.

Readers As Writers, by Kate Kiefer (Holt, Rinehart and Winston; 350 pages; \$16.95; 1986). A process-oriented text integrating the skills of reading and writing.

Sequence: A Basic Writing Course, Second Edition, by Rory Stephens (Holt, Rinehart and Winston; 352 pages; \$16.95; 1986). A basic writing text/workbook with alternating chapters on grammar and writing in step-by-step fashion.

Shared Prose, by Robert Bator (Holt, Rinehart and Winston; 416 pages; \$16.95; 1985). A rhetoric/workbook that presents a six-stage approach to the writing process. Use of mechanics provides formulas for writing.

Steps in Composition, Fourth Edition, by Troyka and Nudelman (Prentice-Hall; 1986). Revision of alternate second edition with expanded coverage of the writing process and focus on integrating reading and writing skills. Retains "steps" approach from grammar through the essay.

Structuring Paragraphs: A Guide to Effective Writing, Second Edition, by A. Franklin Parks, James A. Levernier, and Ida Masters Hollowell (St. Martin's Press; 224 pages; \$14.95; November 1985). A structured approach to planning, organizing, writing, and revising paragraphs and short essays. Includes sentence combining, essay questions, and methods of development.

Writing Exercises: Building, Combining and Revising, by Richard Nordquist (Macmillan; 367 pages; 1985). Integrates sentence combining with examples of student and professional essays, and syntactic strategies with rhetorical strategies. Exercises proceed from simple to complex. Instructor's Manual.

Writing in College, by Lea Masiello (Macmillan; 144 pages; January 1986). A rhetoric for basic writing or freshman composition courses. Emphasizes collaborative writing and peer review. All readings included are written by students. Instructor's Manual.

C. Readers

Reading Well in College, by Paul B. Panes (Harper & Row; 288 pages; \$11.50; February 1986). A developmental reader designed to review important concepts from a variety of disciplines while focusing on skills development. Multiple choice questions follow each short reading selection.

Themes for College Writers, by John Brereton and Jane Dobija (Random House; 288 pages; \$11.95; December 1985). A thematic short-essay reader offering 69 general audience and cross-disciplinary selections chosen to reflect areas of students' knowledge and interest. Introductions and headnotes; questions and assignments.

D. Workbooks

Basic Business English, by Patricia Parzych, Susan Costello, and Madeline Schnell (Harcourt Brace Jovanovich; 429 pages; \$16.95). Text/workbook on basic grammar, punctuation, spelling. Includes exercises on business vocabulary, word usage, listening. Instructor's Manual.

Becoming a Writer, by Bill Bernhardt and Peter Miller (St. Martin's Press; 350 pages; \$14.95; January 1986). An activity-centered text/workbook for basic writers designed to build confidence, expand written facility, and encourage self-evaluation and sensitivity to error. Questions for self-observation follow each worksheet.

Building Vocabulary for College, by R. Kent Smith (D. C. Heath; 272 pages; \$14.95; September 1985). A vocabulary textbook for developmental writing courses. Includes exercises, specific academic terms and roots, and glossary of academic terms. Instructor's Guide.

College Spelling Skills, by James F. Shepherd (Houghton Mifflin; 310 pages; January 1986). Introduces 1000+ basic and derivative words; includes proofreading and writing exercises. Diagnostic Test; chapter pre-and post-tests; Answer Key. Instructor's Manual.

The COMP-LAB Exercises, Second Edition, by Epes, Kirkpatrick, and Southwell (Prentice-Hall; 384 pages; 1986). Revision of text/workbook contains twelve modules of self-teaching exercises on standard written English. New emphasis on spelling, sentence structure, punctuation. Instructor's Manual; optional audiotapes.

Contemporary Vocabulary, Second Edition, by Elliott L. Smith (St. Martin's Press; 384 pages; \$15.95; September 1985). Presents a vocabulary to facilitate academic study by introducing Latin and Greek roots, prefixes, suffixes, action and descriptive words, foreign expressions, and words from the classroom. Many exercises.

Cornerstones: Foundations for Writing, by Harriet Spiegel (D. C. Heath; 280 pages; \$15.95; September 1985). For use as course textbook or workbook in basic writing courses. Includes practice exercises and sections on "Effective Writing." Instructor's Guide.

English Fundamentals, Eighth Edition, Form B, by Donald W. Emery, (the late) John M. Kierzek, and Peter Lindblom (Macmillan; 352 pages; October 1985). A basic writing skills workbook designed for use as main text or supplement; treats principles of grammar and usage. Tear-out exercises after each chapter. Answer Key.

Foundation: Building Sentence Skills, Second Edition, by Thomas R. Neuburger (Houghton Mifflin; 330 pages; January 1986). Grammar and punctuation workbook, includes sentence-combining and editing exercises; new chapters and end-of-chapter assignments on paragraph writing; in-text Answer Key. Instructor's Support Package with tests, quizzes, answers.

The Holt Workbook, by Nancy Martinez and Joseph Martinez (Holt, Rinehart and Winston; 576 pages; \$10.95; 1986). Complements The Holt Handbook by reinforcing grammatical and composition principles and offering exercises for practice and case assignments for writing. Designed to emphasize the writing process.

In Phase: Sentence, Structure, Style, Form Three, by Emil Hurtik and (the late) Thomas Lillard (Harper & Row; 240 pages; \$10.00; December 1985). A workbook for teaching grammar. Now features a unit on sentence combining and an alternate set of unit tests. Instructor's Manual.

Pattern and Practice, by Marie-Louise Matthew (Little, Brown; 300 pages; \$10.95; December 1985). A grammar workbook presenting patterns of standard English within contexts of both sentences and paragraphs. Concentrates on sentence structure, "ed" and "s" endings. Includes exercises and keeping a journal.

Reviewing Basic Grammar, Second Edition, by Robert E. Yarber (Scott, Foresman; 239 pages; \$12.95; October 1985). Concise text/workbook reviews common errors in grammar, punctuation, and spelling. Emphasizes ability to write, revise, combine, and recognize grammatically correct sentences. New sentence-combining exercises. Instructor's Manual.

Shortcuts to Basic Writing Skills, Second Edition, by Gary Steele (Holt, Rinehart and Winston; 336 pages; \$17.95; 1985). A workbook for remedial composition that focuses on problematic areas while minimizing grammatical terminology.

The World of Words: Vocabulary for College Students, by Margaret Ann Richek (Houghton Mifflin; 332 pages; January 1986). Introduces 288 words and strategies for building vocabulary using dictionary, context clues, word elements; chapter themes and readings provide context for words. Basic text or supplement. Instructor's Manual with tests.

E. Special Texts

Basic Composition for ESL: An Expository Workbook, Second Edition, by Jann Hui-zenga, Courtenay Meade Snellings, and Gladys Berro Francis (Scott, Foresman; 288 pages; \$12.95; February 1986). A step-by-step approach to writing for advanced beginner or intermediate ESL student. Increased emphasis on writing process and audience considerations; picture outlines. Instructor's Manual.

Gaining Word Power, Second Edition, by Dorothy Rubin (Macmillan; 416 pages; October 1985). A vocabulary improvement text for basic writing courses; presents words in graduated levels of difficulty. Each chapter contains exercises, check-up test, true/false and analogy activities. Instructor's Manual.

How to Read and Write in College: Reading, Writing, Editing, 2nd Series Form 2, by Richard H. Dodge (Harper & Row; 368 pages; \$10.00; December 1985). An anthology/workbook that emphasizes reading closely, critically, analytically. Aims to challenge students to answer specific questions, relate readings to their experiences, and write thoughtful and purposeful papers. Instructor's Manual.

Programed College Vocabulary 3600, Third Edition, by Feinstein (Prentice-Hall; 352 pages; 1986). Presents Latin-Greek derivatives and basic academic vocabulary in a programmed format for self-instruction or class use. Includes drills, quizzes, self-tests, teacher's tests. Instructor's Manual.

II. Freshman Writing Texts

A. Handbooks

Brief Handbook for Writers, by Howell and Memering (Prentice-Hall; 416 pages; 1986). Presents grammar and usage rules with emphasis on revision techniques; includes examples and exercises. Treats the writing process and special applications including business correspondence.

Conventions & Choices: A Brief Book of Style and Usage, by Stephen Merriam Foley and Joseph Wayne Gordon (D. C. Heath; 179 pages; \$9.95; October 1985). A handbook for composition courses. Includes sections on writing process, syntax and structure, and diction and usage; glossary of misused words and phrases; section on punctuation and typography conventions.

The Heath Handbook, Eleventh Edition, by Langdon Elsbree and Gerald P. Mulderig (D. C. Heath; 576 pages; \$13.95; December 1985). A handbook for freshman composition courses. Includes samples of student and professional writing and uses rhetorical perspective in a process-oriented approach to composition. Instructor's Guide, Workbook, and Tests.

The Holt Handbook, by Laurie Kirszner and Stephen Mandell (Holt, Rinehart and Winston; 837 pages; \$12.95; 1986). Comprehensive process-oriented handbook accompanied by workbook with teacher's edition, instructor's manual, diagnostic tests, word processing software, supplemental exercises and 8-disk interactive software package.

The Modern Writer's Handbook, by Frank O'Hare (Macmillan; 480 pages; January 1986). A concise reference handbook of grammar; discusses the writing process and the process of revision, including audience, purpose, and tone. Covers the sentence, punctuation, spelling, paragraphs, essays, and research papers.

The Portable English Handbook, Third Edition, by William Herman (Holt, Rinehart and Winston; 464 pages; \$12.95; 1986). Compact paperback handbook with alphabetically organized usage section, extensive exercises, and two color format.

Practical English Handbook, Seventh Edition, by Floyd C. Watkins and William B. Dillingham (Houghton Mifflin; 416 pages; January 1986). Covers principles in writing and usage; aims to be both concise and comprehensive. New material on drafting, paragraphing, writing about literature, documentation, and the dictionary. Annotated Instructor's Edition.

The Right Handbook, by Pat Belanoff, Betsy Rorshach, and Mia Rakijas (Boynton/Cook; 192 pages; \$8.75; March 1986). Concise treatment of writing conventions, usage, linguistic attitudes, and the importance of appropriateness and context in choice-making. Discussion of documentation, research procedures, and style and usage guides.

Short English Handbook, Third Edition, by David E. Fear and Gerald J. Schiffhorst (Scott, Foresman; 384 pages; \$9.95; January 1986). Prescriptive coverage of basic writing principles. Includes 1984 MLA style, new sample research paper, common grammatical errors, APA documentation, and expanded treatment of the writing process. Instructor's Annotated Edition.

B. Rhetorics

Academic Writing: Working With Sources Across the Curriculum, by Kennedy and Smith (Prentice-Hall; 350 pages; 1986). Integrated process approach to reading and writing for college freshmen. Includes cases, student examples, documentation guides, readings. Instructor's Manual.

Applications: Issues for Reading and Writing, by Audrey Edwards and R. Allan Dermott (Holt, Rinehart and Winston; 324 pages; \$14.95; 1986). A reading/writing text that focuses on critical questioning of ideas and print as a means to developing writing skills.

The College Writer, by Emil Roy and Sandra Roy (Holt, Rinehart and Winston; 416 pages; \$17.95; 1986). A traditional rhetoric treating the writing process, patterns of organization, and research.

Contemporary Composition, Fourth Edition, by Maxine Hairston (Houghton Mifflin; 672 pages cloth; 576 pages paper; January 1986). Retaining its emphasis on the argumentative edge, this edition has new material on revision, Toulmin argumentation, sexist language, and expanded handbook section. Short edition omits handbook. Instructor's Manual.

Form and Surprise in Composition, by John C. Bean and John D. Ramage (Macmillan; 512 pages; January 1986). A rhetoric for freshman composition emphasizing writing across the curriculum. Presents invention as a question-asking and problem-solving strategy. Includes a series of short theme assignments. Instructor's Manual.

From Thought to Theme: A Rhetoric and Reader for College English, Eighth Edition, by William F. Smith and Raymond D. Liedlich (Harcourt Brace Jovanovich; 456 pages; \$14.95; January 1986). A brief rhetoric with frequent tear-out exercises followed by a reader containing 36 essays grouped rhetorically. Instructor's Manual.

The Holt Guide to English, Alternate Edition, by William F. Irmscher and Harrette Stover (Holt, Rinehart and Winston; 397 pages; \$18.95; 1985). A compact version of the original rhetoric, designed to be more accessible.

The Independent Writer, by John Parker (Harcourt Brace Jovanovich; 768 pages; \$15.95; January 1986). A rhetoric with readings for workshop classes in composition. Includes editing exercises for groups and partners. Allows for individualized instruction directed by teacher or student. Covers grammar and mechanics. Instructor's Manual.

Making Your Point: A Guide to College Writing, by Laraine Flemming (Houghton Mifflin; 384 pages; January 1986). Treats academic essay writing with sustained attention to drafting and revising, organizing and maintaining a Writer's Notebook, and sentence combining. Instructor's Manual.

The Practical Stylist with Readings, Sixth Edition, by Sheridan Baker and Robert E. Yarber (Harper & Row; 528 pages; \$10.00; November 1985). A rhetoric/handbook with completely revised set of readings and apparatus. Includes model essays and suggestions for writing. Instructor's Manual.

The Practical Writer, Third Edition, by Edward P. Bailey, Jr., Phillip A. Powell, and Jack M. Shuttleworth (Holt, Rinehart and Winston; 320 pages; \$16.95; 1985). A highly-structured rhetoric that progresses step-by-step from a one paragraph through a five paragraph essay.

Real Writing: Argumentation, Reflection, Information, Second Edition, by Walter H. Beale (Scott, Foresman; 400 pages; \$13.95; October 1985). Second-semester text emphasizes persuasive writing, with shorter sections on informative and reflective writing. Second Edition includes analysis of argument, writing assignments, and student and professional readings. Instructor's Manual.

Roughdrafts: The Process of Writing, by Alice Heim Calderonello and Bruce Lee Edwards, Jr. (Houghton Mifflin; 560 pages; January 1986). Places revision at center of the writing process and offers method for evaluating drafts and executing revision strategies according to individual intention and audience. Extensive use of student papers. Instructor's Manual.

The St. Martin's Guide to Writing, Short Edition, by Rise B. Axelrod and Charles R. Cooper (St. Martin's Press; 580 pages; \$15.95; November 1985). Covers major forms of nonfiction prose and standard rhetorical strategies; each form exemplified by readings. Guides to writing provide sequences of activities.

The Sampler: Patterns for Composition, Second Edition, by Rance G. Baker and Billie R. Phillips (D. C. Heath; 203 pages; \$8.95; September 1985). A rhetoric for beginning composition courses. Includes introductory explanations and definitions, examples of student writing, and assignments.

Strategies for Successful Writing, by Reinking and Hart (Prentice-Hall; 550 pages; 1986). A rhetoric/handbook organized from larger to smaller elements of writing. Includes one student and one professional essay to illustrate each rhetorical mode; anthology of essays, stories, and poems.

Think, Read, React, Plan, Write, Rewrite, Fourth Edition, by W. Royce Adams (Holt, Rinehart and Winston; 368 pages; \$16.95; 1985). A rhetoric that presents step-by-step procedures for the writing process from thinking to final draft.

Thinking and Writing in College, by Tom Anselmo, Leonard Bernstein, and Carol Schoen (Little, Brown; 500 pages; \$12.95; December 1985). A writing process text that presents common thinking and questioning patterns as means to creating organized and developed exposition in all content areas. Includes research chapter and anthology.

The Versatile Writer, by Donald C. Stewart (D. C. Heath; 381 pages; \$16.95; November 1985). A rhetoric with readings for freshman composition courses. Stresses invention strategies, style options, and journal writing. Instructor's Guide.

Ways to Writing: Purpose, Task, and Process, by Linda C. Stanley, David Shimkin, and Allen H. Lanner (Macmillan; 448 pages; 1985). A task-centered process-oriented rhetoric including a concise handbook of grammar and usage. Each chapter discusses purpose, invention, audience, arrangement, revision, and style through a specific writing task. Instructor's Manual.

The Writer in Performance, by Jack Dodds (Macmillan; 544 pages; January 1986). A process-oriented rhetoric/handbook organized according to a writer's hierarchy of choices. Includes handbook of Edited American English designed to help students distinguish between grammar and usage. Instructor's Manual.

The Writer's Art: A Practical Rhetoric and Handbook, by Fred D. White (Wadsworth; 512 pages; \$10.50; January 1986). Covers the basic forms of writing with an emphasis on process. A chapter of related writing projects follows each chapter on writing principles. Instructor's Manual and CIPS Grammar Tutorial Software available.

The Writer's Options: Combining to Composing, Third Edition, by Donald A. Daiker, Andrew Kerek, and Max Morenberg (Harper & Row; 432 pages; \$10.00; December 1985). A sentence-combining text expanded and reorganized to stress linguistic and rhetorical choices throughout the writing process. New units on invention and generating ideas. Instructor's Manual.

Writing, Second Edition, by Elizabeth Cowan Neeld (Scott, Foresman; 656 pages; \$18.95; December 1985). A process rhetoric/handbook that moves sequentially through a three-stage organization. Revised Handbook section. Instructor's Manual; Audiotapes.

Writing: Brief, Second Edition, by Elizabeth Cowan Neeld (Scott, Foresman; 544 pages; \$16.95; December 1985). Process rhetoric moves sequentially through a three-stage organization. Includes writing assignments, sample research paper, and treatment of essay examinations. Instructor's Manual; Audiotapes.

Writing: A College Rhetoric, by Laurie Kirszner and Stephen Mandell (Holt, Rinehart and Winston; 448 pages; \$16.95; 1985). Paperback edition of the 1984 hardcover edition without the handbook section.

Writing: Process and Purpose, by Ellen Andrews Knodt (Macmillan; 288 pages; January 1986). A brief process-oriented rhetoric that begins with writing practice. Arranged according to purpose rather than mode. Includes professional and student essays on topics in all disciplines. Instructor's Manual.

Writing: Self-Expression and Communication, by Julia Dietrich and Marjorie Kaiser (Harcourt Brace Jovanovich; 544 pages; \$15.95; January 1986). A rhetoric with readings. Each chapter includes rhetorical discussion, essays on a single theme, and linked assignments culminating in a formal paper assignment. Instructor's Manual.

Writing and Learning, by Anne Ruggles Gere (Macmillan; 544 pages; 1985). A comprehensive rhetoric/handbook that stresses a direct connection between the writing course and other college courses. Emphasizes revision. Instructor's Manual.

Writing and Life, by Don Knefel (Holt, Rinehart and Winston; 480 pages; \$17.95; 1986). A rhetoric for nonfiction that presents the writing process from the point of view of purpose.

Writing for Career-Education Students, Third Edition, by Andrew W. Hart and James A. Reinking (St. Martin's Press; 500 pages; \$15.95; January 1986). Covers writing fundamentals, methods of development, and forms of professional communication. Exercises in every chapter; handbook of grammar, usage, punctuation, and mechanics. For students in vocational/technical programs.

The Writing Process: A Concise Rhetoric, by John M. Lannon (Little, Brown; 480 pages; \$14.95; December 1985). Reader/rhetoric/handbook presents writing process as a set of deliberate and recursive decisions about purpose, audience, content, organization, and style. Features overview of decision making; business writing; argumentation and research.

C. Readers

About Language: A Reader for Writers, by William H. Roberts and Gregoire Turgeon (Houghton Mifflin; 554 pages; January 1986). 57 selections arranged by topics including the writing process, using dictionaries, language and technology, and language development. Includes introductions, headnotes, study questions, writing assignments, and research topics. Instructor's Manual.

Before and After: The Shape and Shaping of Prose, by Donald Emblen and Arnold Solkov (Random House; 640 pages; \$11.95; December 1985). Thematically organized essay collection illustrates revision strategies of professional writers. Discussion questions and suggested writing topics address both process and product of composition.

The Belmont Reader: Essays for Writers, Fourth Edition, by H. Wendell Smith (Wadsworth; 500 pages; \$9.50; January 1986). Rhetorically oriented anthology with contemporary and traditional readings chosen to exemplify the writing process (generating ideas, organizing, determining purpose, analyzing audience). Instructor's Manual.

Comprehension and Composition, Second Edition, by Ann B. Dobie and Andrew J. Hirt (Macmillan; 480 pages; January 1986). 72 essays for freshman or developmental composition courses. Text treats the process of writing; contains writing topics and questions on meaning, structure, and style after each essay. Instructor's Manual.

The Course of Ideas: College Writing and Reading, by Jeanne Gunner and Ed Frankel (Harper & Row; 416 pages; \$10.00; December 1985). A reader with writing assignments and aids to reading. Includes readings by and about the great seminal thinkers. Model skills and assignments. Instructor's Manual.

The Dolphin Reader, by Doug Hunt (Houghton Mifflin; 1200 pages; January 1986). Thematic anthology of 12 units, 102 essays and 13 short stories reflecting humanistic concerns. Selections play off one another and develop broad themes. Minimal apparatus. Browser's Index. Instructor's Manual.

The Essay: Readings for the Writing Process, by Stephen H. Goldman and Bernard A. Hirsch (Houghton Mifflin; 480 pages; January 1986). An anthology of 43 essays organized to facilitate teaching writing as process. Section introductions offer strategies for each stage of the process. Instructor's Manual.

Language Awareness, Fourth Edition, by Paul Eschholz, Alfred Rosa, and Virginia Clark (St. Martin's Press; 440 pages; \$12.95; January 1986). A composition reader including 50 nontechnical essays on language. Apparatus includes headnotes, questions on content and rhetoric, vocabulary lists, classroom activities, and writing topics.

Language Power, Second Edition, by Dorothy Seyler and Carol Boltz (Random House; 419 pages; \$11.95; November 1985). A collection of 48 readings about language for composition students; focuses on word choice, sentence structure, and language manipulation. Includes exercises and writing assignments.

Models for Writers, Second Edition, by Alfred Rosa and Paul Eschholtz (St. Martin's Press; 400 pages; \$11.95; January 1986). 65 short essays organized to provide models of 18 rhetorical elements and patterns. Includes chapter introductions, headnotes, discussion questions, vocabulary lists, writing suggestions, and a glossary of terms.

Patterns for College Writing: A Rhetorical Reader and Guide, Third Edition, by Laurie G. Kirszner and Stephen R. Mandell (St. Martin's Press; 500 pages; \$12.95; January 1986). A rhetoric/reader presenting writing as a skill to be learned and applied in any college course. Discusses the writing process and major rhetorical patterns; includes student and professional essays.

Popular Writing, by Harold Stolerman and Helen O'Connor (Holt, Rinehart and Winston; 464 pages; \$15.95; 1986). A thematic reader that uses contemporary journalism and advertising to focus its discussion of writing.

The Prentice-Hall Reader, by Miller (Prentice-Hall; 1986). A rhetorically organized reader of classic and contemporary essays. "Prose and Revision" chapter shows early drafts and published versions of professional essays. Includes sample student essays and revisions; writing checklists.

The Process Reader, by Ray, Olson, and DeGeorge (Prentice-Hall; 1986). A rhetorically organized reader that discusses techniques for analytical reading and defines rhetorical essay patterns. Five professional essays and a writing checklist illustrate each pattern.

Read to Write, by Donald Murray (Holt, Rinehart and Winston; 624 pages; \$13.95; 1986). A process-oriented reader organized around major components of the writing process.

Readings in Argument, by Jeanne Fahnestock and Marie Secor (Random House; 654 pages; \$11.95; August 1985). A cross-disciplinary collection of readings chosen to illustrate principles of argument. Section introductions treat invention and analysis; includes reading questions and writing assignments.

Values and Voices, Third Edition, by Betty Renshaw, Anne Mills King, and Sandra Kurtinitis (Holt, Rinehart and Winston; 372 pages; \$16.95; 1986). A multi-discipline thematic reader with readings selected to help students articulate their values and ideas.

Why We Write: A Thematic Reader, by Robert Atwan and Bruce Forer (Harper & Row; 432 pages; \$10.00; February 1986). Thematically organized reader that demonstrates how to develop compositions through non-rhetorically designated categories. Section introductions and project ideas for collaborative writing. Instructor's Manual.

The Writer's Craft: A Process Reader, by Sheena Gillespie, Robert Singleton, and Robert Becker (Scott, Foresman; 496 pages; \$11.95; January 1986). Includes drafts of professional writers' work to illustrate and emphasize revision. Uses second color to compare drafts with final essays. Instructor's Manual.

The Writer's Voice, by Sandra Loy (Holt, Rinehart and Winston; 370 pages; \$15.95; 1985). Contemporary and traditional readings from many cultures and eras.

The Writer's World: An Essay Anthology, by Linda Woodson (Harcourt Brace Jovanovich; 380 pages; \$10.95; January 1986). Organized around steps in the writing process with readings about the process and others for models. Includes student papers, prewriting, revising, and editing examples; discusses writing process, rhetorical conventions.

The Writing Reader: Short Essays for Composition, by Carolyn Raphael (Macmillan; 384 pages; January 1986). A short prose reader emphasizing how to read and write essays. Applies techniques of critical writing to the process of writing and revising an essay. Instructor's Manual.

Writing with a Thesis, Fourth Edition, by David Skwire (Holt, Rinehart and Winston; 323 pages; \$15.95; 1985). A rhetoric/reader based on the persuasive principle.

D. Workbooks

Practical English Workbook, Third Edition, by Floyd C. Watkins, William B. Dillingham, and John T. Hiers (Houghton Mifflin; 304 pages; January 1986). A collection of exercises with some review of grammar designed for use independently or to supplement Practical English Handbook or other handbooks. Instructor's Manual.

The Writer's Way, A Process-to-Product Approach to Writing, Seventh Edition, by Clinton S. Burhans, Michael J. Steinberg, with Jean Strandness (Spring Publishing; 382 pages; \$16.50; August 1985). A text/workbook combination for basic writing courses. Includes journal, practice exercises in mechanics and style, editing-revising handbook, peer editing, academic and other writing tasks. Instructor's Guide.

Writing and Revising: A Modern College Workbook, by James W. Kirkland, Collett B. Dilworth and Patrick Bizzaro (D. C. Heath; 410 pages; \$9.95; September 1985). A text/workbook that includes exercises, focus on writing as a process, and sections on errors, study skills, spelling, and the research paper. Use independently or to supplement the Concise English Handbook. E. Special Texts

Active Voices IV, by James Moffett, with Miriam Baker and Charles Cooper (Boynnton/Cook; 368 pages; \$10.75; November 1985). A collection of writings by college students, based on the assignment sequences in *Active Voice*. Can be used alone or with Moffett's *Points of View* and *Points of Departure*.

Asking the Right Questions: A Guide to Critical Thinking, Second Edition, by Browne and Keeley (Prentice-Hall; 256 pages; 1986). Focuses on developing techniques for evaluating material that can be applied to a wide variety of readings. Includes new suggestions for applying critical thinking skills to expository writing.

The Commonsense Guide to Writing the Research Paper, by Pamela West and Leonard S. Rubinstein (Macmillan; 288 pages; January 1986). A research manual written as a dialogue between professor and student; intends to involve students in the process of research and writing.

Communication at Work: Listening, Speaking, Writing and Reading, by Abrams (Prentice-Hall; 384 pages; 1986). An overview of the communication process using examples from business and other jobs. Includes scenarios to illustrate problems of ineffective communication.

Frames of Mind: A Course in Composition, by Geoffrey and Judith Summerfield (Random House; 416 pages; \$14.95; December 1985). Offers varied experiences in reading and writing; aims to provide a sense of role, situation, and audience as it moves from texts written for oneself to those written for academia.

The Language of Argument, Fifth Edition, by Daniel McDonald (Harper & Row; 320 pages; \$10.00; November 1985). A topical rhetoric/reader for introduction to the forms and writing of argument. Provides materials from which to write argumentative essays; features 60 new essays. Instructor's Manual.

Literature: Options for Reading and Writing, by Donald A. Daiker, Mary F. Hayes, and Jack E. Wallace (Harper & Row; 1108 pages; \$16.00; January 1985). An anthology that treats literary comprehension, strategies for writing about literature, and elementary literary criticism. Offers preliminary writing exercises, paragraph assignments, and sentence-combining exercises for every work. Instructor's Manual.

The Research Paper: Form and Content, Fifth Edition, by Audrey Roth (Wadsworth; 303 pages; \$5.50; December 1985). Presents process of creating a report from library and non-library sources. Includes documentation, preparation, and presentation of research papers; use of computers; new MLA form; non-print sources. Instructor's Manual.

The Research Paper: Sources and Resources, by John T. Hiers, James O. Williams and Julius F. Ariail (D. C. Heath; 180 pages; \$6.95; December 1985). A guide to writing research papers. Includes sample papers, exercises, and illustration of documentation styles.

Researching and Writing: An Interdisciplinary Approach, by Christine Hult (Wadsworth; 256 pages; \$6.50; January 1986). Applies the process of researching and writing a paper to four college disciplines. Complete annotated student paper for each discipline; exercises in each chapter. Instructor's Manual available.

Writing Essays About Literature, Second Edition, by Kelley Griffith, Jr. (Harcourt Brace Jovanovich; 225 pages; \$9.95; January 1986). Brief text with separate chapters on poetry, fiction, and drama. Emphasizes questions to ask about literary works and the argumentative aspect of essays. Sample annotated student papers.

Writing Research Papers: A Guide to the Process, Second Edition, by Stephen Weidenborner and Domenick Caruso (St. Martin's Press; 225 pages; \$6.95; October 1985). Treats process of producing a research paper. Describes new MLA guidelines and covers documentation systems in different disciplines. Sample research papers illustrate MLA, APA, and traditional endnote styles.

Writing Research Papers: 1986 Special Printing with New MLA Style Update, Fourth Edition, by James D. Lester (Scott, Foresman; 298 pages; \$5.95; December 1985). A manual treating common problems facing beginning researchers, updated with 1985 MLA style. Includes sample paper with note cards. Tabbed for quick reference. Instructor's Manual, Study Guide.

III. Advanced Writing Texts

A. Rhetorics

Fact and Artifact: Writing Nonfiction, by Lynn Z. Bloom (Harcourt Brace Jovanovich, \$11.95; 337 pages; January 1985). Emphasizes style and revision, and through examples of professional and student writing focuses on the processes of writing about people, places, performance, controversy, how-to, science, and humor.

B. Readers (None listed)

C. Composition and Literature Texts

Classic Short Fiction, by Bohner (Prentice-Hall; 1986). Over 100 pieces of short fiction, both classic and contemporary. Discusses reading and writing about fiction. Instructor's Manual.

Interpreting Literature, Seventh Edition, by K. L. Knickerbocker et al. (Holt, Rinehart and Winston; 1152 pages; \$21.95; 1985). An anthology of five literary genres, including essays and biography.

Literature: An Introduction to Reading and Writing, by Roberts and Jacobs (Prentice-Hall; 1400 pages; 1986). An anthology of essays, short stories, plays, and poems incorporating techniques for writing about literature throughout. Instructor's Manual.

Literature: The Human Experience, Fourth Edition, by Richard Abcarian and Marvin Klotz (St. Martin's Press; 1350 pages; \$16.95; January 1986). A thematically arranged anthology containing 33 short stories, 4 novellas, 190 poems, and 13 plays. Includes questions and writing topics; appendices on formal and critical concerns, including writing about literature.

Literature: Reading Fiction, Poetry, Drama, and the Essay, by Robert DiYanni (Random House; 1536 pages; \$19.95; December 1985). Introduction to literature that focuses on process of reading and elements of each genre. Also intended for writing courses with a literature component.

Literature and the Writing Process, by Elizabeth McMahan, Susan Day, and Robert Funk (Macmillan; 1024 pages; January 1986). Focuses on literature and writing about literature, especially the process of invention and other components of writing and rewriting as they relate to the literary process. Instructor's Manual.

Writing About Literature, by Lynn Klamkin and Margot Livesey (Holt, Rinehart and Winston; 964 pages; \$20.95; 1986). An anthology for reading and writing that covers essays, fiction, poetry and drama and uses student papers and the writing process to present writing about literature.

D. Business and Technical Writing Texts

Contemporary Business Writing: A Problem-Solving Approach, by Terry McNally and Peter Schiff (Wadsworth; 576 pages; \$20.00; February 1986). Treats business writing as process in four steps with step-by-step application of problem-solving techniques. Includes chapters on word processing, producing graphs, writing resumes. Instructor's Manual and MicroPac (R) available.

Professional and Technical Writing Strategies, by VanAlstyne (Prentice-Hall; 320 pages; 1986). A text and reference for entry-level and advanced professionals. Includes prewriting considerations, correspondence, reports, manuals, research and documentation, oral communication skills. Instructor's Manual.

Successful Writing at Work, Second Edition, by Philip C. Kolin (D. C. Heath; 480 pages; \$17.95; December 1985). For business writing courses. Includes writing assignments, examples, and exercises. Instructor's Guide. Technical Communication, by Rebecca Burnett Carosso (Wadsworth; 528 pages; \$16.00; January 1986). Designed for students preparing for careers in a variety of fields. Covers graphics and visuals, new technologies, rhetorical concerns, forms of technical writing, and information gathering techniques. Instructor's Manual available.

Technically-Write! Communicating in a Technological Era, Third Edition, by Blicq (Prentice-Hall; 416 pages; 1986). A survey of technical communication for technicians, engineers, scientists. Presents work situations requiring reports, correspondence, instructions, descriptions, illustrations, and proposals. Covers job search, word processing, electronic mail. Instructor's Manual.

E. Special Texts

Form and Style: Theses, Reports, Term Papers, Seventh Edition, by William G. Campbell, Stephen V. Ballou, and Carole Slade (Houghton Mifflin; 240 pages; \$12.95; January 1986). Guidance for preparing scholarly papers. Includes MLA, Chicago, and APA styles. Notes and bibliography forms on facing pages; full-size examples. Includes computer coverage and typing instructions. Spiral bound; lies flat.

IV. Professional Texts

Facts, Artifacts and Counterfacts: Theory and Method for a Reading and Writing Course, by David Bartholomae and Anthony Petrosky (Boynnton/Cook; 288 pages; \$10.75; March 1986). Offers materials for the course, rationale for the materials, and a series of essays examining specific problems of reading and writing. A set of sequenced assignments, with alternative readings and questions.

Only Connect: Uniting Reading and Writing, edited by Thomas Newkirk (Boynnton/Cook; 272 pages; \$10.50; January 1986). Fifteen essays by teachers/theorists examine historical reasons for the schism between reading and writing in schools and colleges and present arguments and suggestions for uniting the two.

The Teacher-Researcher: How to Study Writing in the Classroom, by Miles Myers (NCTE and ERIC/RCS; 177 pages; \$13.00; 1985). Six chapters addressing research design; methods of analyzing syntax, text, cognition, and social context; and study of error and attitude. Includes theory and methods; reports results of similar studies.

Texts and Contexts, by Geoffrey and Judith Summerfield (Random House; 228 pages; \$14.95; February 1986). Assuming that discourse is produced in a social context and performed in role, this text applies the idea to the writing classroom.

Training the New Teacher of College Composition, by Charles W. Bridges (NCTE; 168 pages; \$13.00; 1985). Thirteen essays for new teachers and the departments who support them. Issues include basic writing instruction; technical writing; relationships among specialties in literature, creative writing, and composition; incorporating theory into practice.

Writers on Writing, by Tom Waldrep (Random House; 350 pages; \$21.95; July 1985). 31 rhetoricians discuss their own practice as writers and teachers of writing.

Writing Across the Disciplines: Research into Practice, edited by Art Young and Toby Fulwiler (Boynton/Cook; 288 pages; \$10.75; January 1986). Story of successful eight-year effort at Michigan Tech to make writing integral to every course. Analyzes the effects on faculty and students and implications for the future.

Writing Assessment: Issues and Strategies, by Karen Greenberg, Harvey Wiener, and Richard A. Donovan (Longman; 320 pages; \$39.95; March 1986). Presents theoretical perspectives on the measurement of writing ability, derived from cognitive psychology, linguistics, rhetoric, and educational measurement. Includes programs for the evaluation of student writing in the classroom.

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