
The WPA Annual Bibliography of Writing Textbooks

Eric Martin

Rather than introduce this year's bibliography with a perfunctory statement explaining that the textbooks listed here all have 1997 copyright dates and that the annotations have been edited for brevity and objectivity, I'd like to start with a brief story followed by a call to action.

At the 1996 CCCCs, I attended my first WPA Editorial Board meeting. Needless to say, I was thrilled to meet many of the people whose scholarship I had come to know well during my graduate studies. Early in the meeting, Doug Hesse introduced me to the group and asked me to comment on the 1996 version of the bibliography. I was pleased to do so, having just completed the nearly year-long project for the first time. I explained that the bibliography had grown since the previous year, that I had changed its format, and that every publisher in the land had apparently discovered the value of "concise, spiral-bound" handbooks. My quip was met with some grins and chuckles but only moments later, the future of the bibliography appeared to be in question. Some board members were wondering how useful the document really is and if it shouldn't be dropped to free up space in the journal. Fearing a place in history along side Edward J. Smith, Captain of the *Titanic*, I suggested that the bibliography has scholarly value in addition to its more obvious utility.

I still believe this. In fact, we can see as much simply by holding the 1997 bibliography next to last year's version. This year's list includes nearly 200 entries (up from last year's 166) and features dramatic shifts in two categories. The number of entries for the category "Software and Computer-Assisted Instruction" has nearly tripled since last year. This growth coincides with the rapid expansion of the Internet as a research tool. Most of the texts in this category are designed to help students develop their "cyberliteracy" and gain a better working knowledge of the World Wide Web. Similarly, readers will notice the influence of the Internet on the category "Research Paper Texts." This category is nearly twice as large as last year's version and includes five texts that feature "tips and strategies" for conducting Internet research in addition to familiar "how-to" discussions of writing research papers. Such developments begin to suggest, I think, the value of the bibliography beyond helping WPAs pick textbooks. Such changes mark important shifts in our field and force us to question what we value as writing teachers and why. With this in mind, I'd like to offer some ideas regarding the future of the bibliography.

The changes I've noticed between last year's bibliography and the present version suggest that the bibliography can be an impetus for scholarship in at least three ways. First, I would like to see future versions of the bibliography

comment more fully on changes and developments in the list (and in the field by extension) from one year to the next. I have begun this process in a limited fashion this year, but much more can and should be said. Second, I would like to see retrospective editions of the bibliography in which the bibliography itself is examined as an evolving artifact in our field. Such work would reveal where our priorities have rested in the past so that we can make more informed choices in the future. Finally, I'd like to explore the possibility of constructing the bibliography collaboratively as opposed to our simply delivering it each spring. This may mean launching the bibliography into cyberspace where people can share comments on textbooks as well as learn which ones will be available for the coming year.

I offer these ideas merely as starting points. Please feel free to share your own as well as any questions or concerns. After all, I'll need your help if I am to avoid icebergs in the future.

I. Freshman Writing Texts

A. Rhetorics

Axelrod and Cooper. *St. Martin's Guide to Writing*, 5th ed. St. Martin's Press.

Escorts students through nine types of college writing. Includes detailed critical thinking and writing strategies as well as a handbook based on new research on student errors. Shorter edition also available.

Ballata, Phyllis. *Writing from Life: Collecting and Connecting*. Mayfield. Part One offers one hundred writing projects; Part Two provides fifty-four thematically arranged readings; Part Three surveys major organizational patterns. The appendix shows a documented essay in progress.

Bazerman, Charles. *Involved: Writing for College, Writing for Your Self*. Houghton Mifflin. A rhetoric which presents college as a rhetorical situation.

Motivates students to become involved in and responsible for their own education and to use writing as the means for doing so.

Behrens, Laurence, and Leonard J. Rosen. *Writing and Reading Across the Curriculum*, 6th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Balances essay readings from across the disciplines with useful models for writing in college courses. Offers coverage of film with two accompanying videos. Instructor's Manual.

Calderonello, Alice, Donna Nelson-Beene, and Sue Carter Simmons. *Perspectives on Academic Writing*. Allyn and Bacon. This interdisciplinary rhetoric/reader focuses on academic research and writing while emphasizing collaboration. Presents over 100 class-tested assignments and three major

research projects, designed to sharpen critical thinking skills.

- Clouse, Barbara Fine. *Working It Out: A Troubleshooting Guide for Writers*, 2nd ed. The McGraw-Hill Companies. A brief guide organized around the writing process. Helps students write better by leading them to discover writing and revising procedures that work well.
- Colombo, Gary, Bonnie Lisle, and Sandra Mano. *Frame Work: Culture, Storytelling, and College Writing*. Bedford Books. A process-oriented, revision-centered rhetoric. Explores the impact of culturally established narrative patterns on writing. Includes 46 culturally diverse readings. Instructor's Manual.
- Dawe, Charles W., and Edward A. Dornan. *One to One: Resources for Conference-Centered Writing*. Longman Publishing of Addison Wesley Longman Educational Publishers. A rhetoric-reader that takes a "conference-centered" and workshop approach toward writing instruction. Instructor's Manual.
- Day, Susan X, Elizabeth McMahan, and Robert Funk. *The Practical Writer's Guide*. Allyn and Bacon. Written for both traditional and nontraditional students, this rhetoric, reader, research guide, and handbook emphasizes critical thinking and collaborative writing.
- . *The Practical Writer's Guide with Additional Readings*. Allyn and Bacon. Identical to *The Practical Writer's Guide* but offers 26 additional essays representing a wide range of multicultural perspectives with a balance between male and female writers.
- Eppley, George, and Anita Dixon Eppley. *Building Bridges to Academic Writing*. Mayfield. This text includes an accessible overview of the academic disciplines, an explanation of subjective and objective writing, complete coverage of the writing process, and a mini-handbook.
- Goshgarian, Gary, and Kathleen Krueger. *Crossfire*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Offers a step-by-step approach to argument and is written in "student-friendly" language. Instructor's Edition.
- Guth, Hans, and Gabriele Rico. *You the Writer: Writing, Reading, Thinking*. Houghton Mifflin. A rhetoric/reader. Helps students explore familiar resources and understand writing as a way to change our world. Includes a "Writer's Tools" feature and a mini-handbook.
- Harris, Jeanette, and Donald H. Cunningham. *The Simon and Schuster Guide to Writing*, 2nd ed. Prentice Hall. A rhetoric with readings that emphasizes interactions between reading and writing. Offers a five-part organization: Concepts, Purposes, Research, Strategies, and Handbook. Also includes guidelines for diction, usage, punctuation, and mechanics.
- Johnson, Jean. *The Bedford Guide to the Research Process*, 3rd ed. Bedford Books. Updated guide to research in every discipline. Moves from conducting library and field research to analyzing, integrating, and documenting

sources. Includes advice on using the Internet critically and exercises for computerized classrooms.

Jones, Robert, Patrick Bizzaro, and Cynthia Selfe. *The Harcourt Brace Guide to Writing in the Disciplines*. Harcourt Brace. This new writing across the curriculum guide prepares students for writing beyond the composition classroom. It offers coverage of specific disciplines.

Kennedy, X. J., Dorothy M. Kennedy, and Sylvia A. Holladay. *The Compact Bedford Guide for College Writers*, 4th ed. Bedford Books. A streamlined, spiral-bound version of *The Bedford Guide for College Writers*. A process-oriented rhetoric that covers all the traditional assignments. Includes 28 model readings, 15 by students. Extensive ancillary package.

Lynn, Steven. *A Short Guide to Writing*. Allyn and Bacon. This rhetoric offers 150 pages of tips and shortcuts to better writing.

Nadell, Judith, Linda McMeniman, and John Langan. *The Macmillan Writer: Rhetoric, Reader, Handbook*, 3rd ed. Allyn and Bacon. Balances the product and process approach to writing, and explores the reading-writing connection and the aims as they blend in “real” writing. Includes student essays and more than 400 activities/assignments.

—. *The Macmillan Writer: Rhetoric and Reader*, 3rd ed. Allyn and Bacon. A brief edition of *The Macmillan Writer* which does not include a handbook.

Packer, Nancy Huddleston, and John Timpane. *Writing Worth Reading: The Critical Process*, 3rd ed. Bedford Books. A rhetoric-with-handbook grounded in critical thinking. Covers logic and argument, the writing process, research and documentation, writing about literature, and writing in the disciplines. Instructor’s Edition.

Patton, Rosemary, and Sheila Cooper. *Writing Logically: Thinking Critically*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. An accessible text integrating writing skills with thinking skills in the writing process, the construction of written arguments, and the formulation of analytical responses. Instructor’s Manual.

Ramage, John D., and John C. Bean. *The Allyn and Bacon Guide to Writing*. Allyn and Bacon. Covers academic and personal writing through a problem-posing/problem-solving format. Offers 12 writing projects, professional and student essays, a chapter on computers, and more on peer review and collaboration.

—. *The Allyn and Bacon Guide to Writing, Brief Edition*. Allyn and Bacon. A brief edition of *The Allyn and Bacon Guide to Writing* which does not include the handbook portion.

Rosenwasser, David, and Jill Stephen. *Writing Analytically*. Harcourt Brace. This text focuses on analytical thinking, presenting it as a tool which facilitates good writing in any discipline. It emphasizes process writing and critical thinking.

- Rottenberg, Annette T. *Structure of Argument*, 2nd ed. Bedford Books. *Elements of Argument* without the reader. Connects critical thinking and argumentation to writing and research using the Toulmin model. Includes 29 new model arguments and 6 pro-con debates. Instructor's Edition.
- Schindley, Wanda B. *The Informed Citizen: Argument and Analysis*. Harcourt Brace. This rhetoric/reader explores argumentation by studying current issues in communities ranging from the classroom to cyberspace.
- Siler, Jocelyn. *The Responsive Writer*. Harcourt Brace. This text defines writing as both a responsive and a persuasive activity, and it provides systematic models for the writer's encounter with the critical reading and thinking process.
- Thompson, Gary. *Rhetoric Through Media*. Allyn and Bacon. Uses critical analysis of media to teach the principles of rhetoric. Enables students to think critically about the "texts" of popular culture.
- Tibbetts, Charlene, and Arn Tibbetts. *Strategies: A Rhetoric and Reader with Handbook*, 5th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A three-in-one textbook that includes discussion of the writer's stance and ethics in writing and reading. It also explains the sentence unit system with diagrams. Instructor's Manual.
- Veit, Richard, Christopher Gould, and John Clifford. *Writing, Reading, and Research*, 4th ed. Allyn and Bacon. Integrates instruction in reading, writing, and research with topical, interdisciplinary readings and concludes with a research handbook.
- Ward, Dean. *Tradition and Adaptation: Writing in the Disciplines*. Mayfield. This text helps students master the kinds of writing required in different disciplines while encouraging them to move across traditional boundaries in order to meet each assignment's goals.

B. Readers

- Ackley, Katherine A. *Perspectives on Contemporary Issues: Readings Across the Disciplines*. Harcourt Brace. Blends critical thinking strategies with readings on contemporary issues from across the disciplines. Includes discussion of the research paper.
- Adams, W. Royce. *Risking Contact: Readings to Challenge Our Thinking*. Houghton Mifflin. Provides contemporary readings and questions that confront students with alternative viewpoints on today's social issues and challenges them to formulate critical, reasoned responses.
- Atwan, Robert. *America Now*, 2nd ed. Bedford Books. Features 47 short pieces from 42 recent periodicals. Covers 15 topics of current interest and includes 19 student editorials from various campus publications. Instructor's Edition. Developmental and ESL exercises.

- Bradbury, Nancy Mason, and Arthur Quinn. *Audiences and Intentions: A Book of Arguments*, 3rd ed. Allyn and Bacon. Focuses on two critical aspects of rhetoric: audience and purpose. Selections are both classic and contemporary and cover a wide range of genres. Includes four introductory chapters on critical reading and writing.
- Brunk, Perkins, Diamond, and Smith. *Literacies: Reading, Writing, Interpretation*. Norton. Examines multiple kinds of literacy by offering 38 substantial readings representing a range of contemporary writers and perspectives. Instructional apparatus and 12 assignment sequences facilitate critical reading and writing. Instructor's Guide.
- Buffington, Nancy, Marvin Diogenes, and Clyde Moneyhun. *Living Languages: Contexts for Reading and Writing*. Prentice Hall. This reader provides a consistent and comprehensive view of language as an essential element of every student's interaction with his/her social, cultural, educational, and political environments.
- Buscemi, Santi V., and Charlotte Smith. *75 Readings: An Anthology*, 6th ed. The McGraw-Hill Companies. Offers a diverse collection of widely anthologized essays which are arranged rhetorically.
- Cavitch, David. *The Springfield Reader*. Bedford Books. A compact, thematic reader with 29 time-tested and contemporary selections (including 5 short stories) arranged in 5 thematic chapters. Instructor's Edition.
- Clark, Carol Lea. *Interconnections: Writer, Culture, and Environment*. Harcourt Brace. This reader emphasizes three interconnected themes, encouraging students to examine the multiple and interrelated connections between themselves, their cultures, and their surrounding environments.
- Clark, Irene L. *Writing About Diversity: An Argument Reader and Guide*, 2nd ed. Harcourt Brace. Offers instruction in argumentative writing and critical thinking, using issues surrounding cultural diversity as the subject matter.
- Connelly, Mark. *The Sundance Reader*. Harcourt Brace. This rhetorically-organized reader presents 92 contemporary and classic essays on issues such as the environment, culture and community, values, history, and careers.
- Cooley, Michael, and Katherine Powell. *Making Choices: Reading Issues in Context*. Houghton Mifflin. A thematic reader that contextualizes the important personal, professional, and civic choices students face in college and beyond. Units include education, work, truth, lying, responsibility, and the good life.
- Cooley, Thomas. *The Norton Sampler: Short Essays for Composition*, 5th ed. Norton. Offers 51 contemporary selections (15 new, half by women) and follows the rhetorical modes. Includes an abundance of study questions. Instructor's Guide
- Divakaruni, Chitra B. *Multitude: Cross-Cultural Readings for Writers*. The McGraw-Hill Companies. Balances serious and tragic readings with positive ones

- that assert our common humanity. Focuses on the positive nature of diversity experiences without trivializing the issues or problems.
- Dornan, Edward, and Charles W. Dawe. *The Longwood Reader*, 3rd ed. Allyn and Bacon. Rhetorically organized with 56 class-tested selections, this reader connects critical reading with thoughtful writing. Includes student examples with commentary, collaborative activities, photo assignments, and extensive apparatus.
- Dunbar, Dunbar, and Rorabacher. *Assignments in Exposition*, 12th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A rhetoric-reader with complete essays and self-contained excerpts that can be studied as a whole or analyzed in a single class session. Includes units on composing and revising. Instructor's Manual.
- Evans, Faun Bernbach. *A World of Diversity: Multicultural Readings in the News*. NTC Publishing Group. A thematic collection of readings from the *International Herald Tribune*. Includes chapters on violence, education, the media, and the environment. Shows students that local issues can have global importance. Instructor's Edition.
- Farrell, Edmund J., and James E. Miller, Jr. *The Perceptive I: A Personal Reader and Writer*. NTC Publishing Group. A thematic reader that focuses on autobiographical writing. Includes letters, journal entries, memoirs, and oral histories as well as over 100 readings that exemplify the power of personal voice. Instructor's Edition.
- Ford, Jon, and Elaine Hughes. *Responding Voices: A Reader for Emerging Writers*. The McGraw-Hill Companies. Thematically arranged. Encourages students to write in response to a range of essays, stories, and poems, and develop their own positions on contemporary issues.
- Garnes et al. *Writing Lives: Exploring Literary and Community*. St. Martin's Press. This reader focuses exclusively on the topic of literacy and challenges students to recognize ways in which language carries values and power.
- Gould, Christopher, and Ele Byington. *Critical Issues in Contemporary Culture*. Allyn and Bacon. Offers 70 contemporary and multicultural selections addressing issues of gender, race, and ethnicity. Essays examine the meaning of culture and literacy and the importance of cultural literacy.
- Hall, Donald, and D.L. Emblen. *A Writer's Reader*, 8th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A reader which combines multiple genre fiction, nonfiction, and poetry with limited apparatus. Arranged alphabetically so instructors can use readings to suit their needs.
- Hawisher, Gail E., and Cynthia L. Selfe. *Literacy, Technology, and Society: Confronting the Issues*. Prentice Hall. This reader engages students in a variety of reading, writing, and thinking activities relating to technology. It uses a relatively non-technical approach to explore technology issues.

Hirschberg, Stuart, and Terry Hirschberg. *First Person Singular*. Allyn and Bacon. Introduces the major traditions of autobiography and biography through 59 essays, journals, diaries, letters, and memoirs. Guides students in developing their reading and writing skills.

—. *The Millennium Reader*. Prentice Hall. This thematic reader features some of the most important insights, discoveries, and reflections of the past millennia by noteworthy writers of fiction and nonfiction. Also available in a brief edition.

Homer, Winifred Bryan. *Life Writing*. Prentice Hall. This reader progresses from writing for oneself to writing for an audience, from writing based on personal experience to research-based writing.

Hoy, Patrick C., and Robert DiYanni. *Encounters: Readings and the World*. The McGraw-Hill Companies. Presents a spectrum of essays by both students and professional writers. Also includes visual images which stimulate thought, evoke feeling, and serve as springboards for writing.

Hult, Christine. *Readings from the Disciplines: Research Models for Writers*. Allyn and Bacon. This WAC reader features articles from professional journals in order to familiarize students with the type of writing they'll encounter in other college courses.

Kennedy, X. J., Dorothy Kennedy, and Jane E. Aaron. *The Bedford Reader*, 6th ed. Bedford Books. A two-part composition reader. Part I is rhetorical and introduces methods; Part II is thematic and illustrates how they are combined. Includes 71 selections. Instructor's Edition.

—. *The Brief Bedford Reader*, 6th ed. Bedford Books. A compact rhetoric-reader adapted from *The Bedford Reader*. Includes 45 selections organized by 10 rhetorical methods. Instructor's Edition.

laGuardia, Dolores, and Hans P. Guth. *Issues across the Curriculum: Reading, Writing, Research*. Mayfield. Features 75 readings as well as chapters with strategies for reading, writing, and research. Provides students with important intellectual resources and communication skills required in the academic community.

Maasik, Sonia, and Jack Solomon. *Signs of Life in the U.S.A.: Readings on Popular Culture for Writers*, 2nd ed. Bedford Books. A pop culture reader with methodology (semiotics) that helps students become critical thinkers and writers. Includes 75 readings on topics such as consumerism, race, and virtual culture.

McQuade, Donald, and Robert Atwan. *The Writer's Presence: A Pool of Essays*, 2nd ed. Bedford Books. A flexible reader with alphabetical organization and minimal apparatus. Features 84 selections organized in three parts: personal, expository, and argumentative. Instructor's Manual.

Muller, Gilbert H. *The McGraw-Hill Reader*, 6th ed. The McGraw-Hill Companies. Provides students with a range of prose models spanning a variety of subjects including core liberal arts issues, interdisciplinary themes, and

multicultural perspectives.

- Muller, Gilbert H., and Harvey S. Wiener. *The Short Prose Reader*, 8th ed. The McGraw-Hill Companies. A collection of brief, lively essays that are arranged rhetorically and feature diverse voices.
- Reid, Stephen. *Purpose and Process: A Reader for Writers*, 3rd ed. Prentice Hall. This reader focuses on writers' "purposes" and "processes" for reading and writing. It includes 63 selections (23 new) by both professional and student writers.
- Robson, Andrew. *Thinking Globally: Writing and Reading Across the Curriculum*. The McGraw-Hill Companies. Features a collection of interdisciplinary essays that inspire thinking and serve as models for writing.
- Rottenberg, Annette T. *Elements of Argument*, 5th ed. Bedford Books. A rhetoric-reader that uses the Toulmin model to connect critical thinking and argumentative writing. Includes 134 selections which illustrate models and explore contemporary and classic arguments. Instructor's Edition.
- Selzer, Jack. *Conversations*, 4th ed. Allyn and Bacon. Offers 160 student and professional selections from a variety of genres. Readings are organized around contemporary civic issues and are designed to help students "join the conversation" through their writing.
- Stanford, Judith A. *Connections: A Multicultural Reader for Writers*, 2nd ed. Mayfield. Offers nine thematically arranged groups of readings, extensive coverage of the writing process, and a complete section on research-based writing.
- Verburg, Carol J. *Making Contact: Readings from Home and Abroad*. Bedford Books. A cultural reader that examines 6 familiar themes through 72 selections from the United States and abroad. Evolved from the best-selling global composition reader *Ourselves Among Others*. Instructor's Edition.
- Vesterman, William. *Reading and Writing Short Arguments*, 2nd ed. Mayfield. This reader offers more than seventy short readings on an array of controversial issues. An appendix covers the research paper.
- Vesterman, William, and Joshua Ozersky. *Readings for the 21st Century: Tomorrow's Issues for Today's Students*, 3rd ed. Allyn and Bacon. Offers 61 readings designed to get students to consider the future at both personal and cultural levels.
- Winterowd, W. Ross, and Geoffrey Winterowd. *The Critical Reader, Thinker, and Writer*, 2nd ed. Mayfield. A reader/rhetoric. Offers students a variety of approaches to critical reading, thinking, and writing, and includes more than 60 readings exploring connections among the three.

C. Handbooks and Workbooks

Aaron, Jane E. *The Little, Brown Essential Handbook for Writers*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A convenient reference tool for any course with a writing component. It is brief, pocket-sized, and spiral bound for easy access. Includes numerous document design guidelines.

Anson, Chris, and Bob Schwegler. *The Longman Handbook for Writers and Readers*. Longman Publishing of Addison Wesley Longman Educational Publishers. Focuses on the writer/reader connection. Develops critical reading skills that help students identify errors as well as synthesize and evaluate information. Instructor's Resource Manual; Writer's Workshop with Papers in Progress (Windows).

Dodds, Jack. *The Ready Reference Handbook: Writing, Revising, Editing*. Allyn and Bacon. An accessible, tabbed handbook with an encouraging tone and "how-to" boxes that show students how to write. Includes more on prewriting, argumentation, writing about literature, business writing, and on-line resources. (Windows version also available. See VIII.: Software and Computer-Assisted Instruction.)

Ebest, Sally Barr, Gerald J. Alred, Charles T. Brusaw, and Walter E. Oliu. *Writing from A to Z: The Easy-to-Use Reference Handbook*, 2nd ed. Mayfield. Organized alphabetically. Offers a "fail-safe" index. (Windows and Macintosh versions also available. See VIII.: Software and Computer-Assisted Instruction.)

Ellsworth, Blance, and John Higgins. *English Simplified*, 8th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A brief (48 pages) handbook. Accessible and full of "nuts and bolts" tips and strategies.

Fulwiler, Toby, and Alan R. Hayakawa. *The Blair Handbook*, 2nd ed. Prentice Hall/Blair Press. A handbook that explores writers' purposes and processes before advancing to planning, drafting, researching, revising, and editing.

Hacker, Diana. *A Pocket Style Manual*, 2nd ed. Bedford Books. Brief and inexpensive, this pocket-size reference gives students advice on the most common writing problems. Includes comprehensive coverage of MLA, APA, and Chicago documentation styles.

Hairston, Maxine, John Ruszkiewicz, and Dan Seward. *CoreText*. Longman Publishing of Addison Wesley Longman Educational Publishers. A handbook that works in conjunction with *CoreText OnLine*. (See VIII.: Software and Computer-Assisted Instruction.)

Hairston, Maxine, and John Ruszkiewicz. *The Scott, Foresman Handbook*, 4th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. "Not all errors are created equal" is this text's motto. Takes a process-

oriented, troubleshooting approach toward grammar. Includes special ESL chapter.

- Harris, Muriel. *Prentice Hall Reference Guide to Grammar and Usage, with and without Exercises*, 3rd ed. Prentice Hall. This concise spiralbound handbook offers traditional coverage and up-to-date information on writing with computers, online research, and MLA and APA formats.
- Heffernan, James A. W., and John E. Lincoln. *Writing: A Concise Handbook*. Norton. A "tabbed" handbook that offers quick-reference sections on the writing process, research, and grammar. Special attention given to correcting errors and improving style. Interactive exercises available on the Internet.
- Kirkland, James W., and Collett B. Dilworth. *Concise English Handbook*, 4th ed. Houghton Mifflin. A brief, convenient, process-oriented handbook. Includes two new chapters on ESL and fully updated MLA and APA documentation.
- Lunsford and Connors. *The Everyday Writer*. St. Martin's Press. A comb-bound and tabbed handbook. Uses everyday language and offers practical editing tips to help students improve their writing.
- McWhorter, Kathleen. *The Writer's Guide: A Basic Handbook*. Houghton Mifflin. A brief handbook focusing on the fundamentals and most common problems of grammar study. Includes "Need to Know boxes," charts, Usage Glossary, and a Glossary of Terms.
- Perrin, Robert. *The Beacon Handbook*, 4th ed. Houghton Mifflin. A thorough yet easy-to-use handbook. Offers a mix of student models and professional examples. Provides MLA and APA documentation coverage with sample papers.
- Perrin, Robert. *Handbook for College Research*. Houghton Mifflin. A concise yet comprehensive guide. Covers MLA, APA, and Chicago documentation styles and includes sample student papers. Information on electronic sources and computerized research systems also included.
- Rosen, Leonard J., and Laurence Behrens. *The Allyn and Bacon Handbook*, 3rd ed. Allyn and Bacon. A full-length handbook. Focuses on critical thinking as well as writing and reading across the curriculum. Includes chapters on the research process, ESL, computers and writing, documentation methods, and design. (Windows version also available. See VIII.—Software and Computer-Assisted Instruction.)
- Schiffhorst, Gerald J., and Donald Pharr. *The Short Handbook for Writers*, 2nd ed. The McGraw-Hill Companies. Provides a handy grammar reference and effective guide to the composing process. Features comb binding and tabs. Annotated Instructor's Edition.
- Wiley, R. J., and Jennifer I. Berne. *Process of Discovery: A Writer's Workshop*. The McGraw-Hill Companies. A workbook that helps students grow as writers by helping them find their own voices. All writing concerns are treated within the context of the students' work.

II. Developmental Writing Texts

A. Rhetorics

- Healy, Ann E., and Martha Walusayi. *Strategies for Writing: A Basic Approach*. NTC Publishing Group. A basic writing text with a highly visual approach. Covers the writing process and assignments commonly found in composition courses. Includes chapters on grammar, syntax, punctuation, and critical reading. Instructor's Edition.
- Hoffman, Andrew. *Writing Choices*. Allyn and Bacon. Empowers students by depicting writing as a series of choices. Chapters include writing and grammar assignments as well as collaborative computer exercises; readings are found at the end of the text.
- Hughes, Elaine, and David Sohn. *Writing by Doing: Learning to Write Effectively*, 3rd ed. NTC Publishing Group. A hands-on, activity-oriented worktext. Designed for students who need to build confidence. Provides ample opportunities to practice writing and includes sections on research papers and MLA documentation. Instructor's Manual.
- Langan, John. *College Writing Skills with Readings*, 4th ed. The McGraw-Hill Companies. A rhetoric/reader/handbook for developmental writing courses. Focuses on the essay and features a range of writing assignments and activities to reinforce good writing.
- . *English Skills*, 6th ed. The McGraw-Hill Companies. A rhetoric/worktext for developmental writing courses. Focuses on paragraph writing skills in preparation for essay writing.
- . *Sentence Skills with Readings*. The McGraw-Hill Companies. An all-in-one worktext. Provides a brief guide to writing effective paragraphs and essays, a comprehensive handbook with exercises and mastery tests, and a reader with teaching apparatus.
- Mangelsdorf and Posey. *Your Choice: A Basic Writing Guide with Readings*. St. Martin's Press. A developmental rhetoric, reader, and handbook. Offers skill-building guidance and uses students' experiences as writing topics. Also introduces the computer as an integral tool in the writing process.
- McWhorter, Kathleen. *The Writer's Express: A Paragraph and Essay Text with Readings*, 2nd ed. Houghton Mifflin. Retains its fully integrated reading-writing approach and step-by-step instruction. Includes expanded coverage of short essay writing and contains new paired readings on issue-oriented topics.
- Meyers, Alan. *Composing With Confidence*, 4th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. This rhetoric takes a "workshop" approach. Provides guided practice at each step of the

- writing process and includes model paragraphs and essays at each stage.
- Page, Jack. *Checkpoints with Readings*. Longman Publishing of Addison Wesley Longman Educational Publishers. Incorporates reading, writing, and grammar instruction with each chapter offering a writing assignment and a section on grammar. Features 20 new readings.
- Quinn, Michael J., DeWayne Rail, and Judy Ryan. *Writing Your Way Out*. Longman Publishing of Addison Wesley Longman Educational Publishers. Built around a series of sequenced writing assignments that progress from the personal to more academic topics. Teaches writing strategies, the rhetorical modes, and how to write with confidence.
- Robey, Cora L., Sarah E. Kreps, and Helen M. Maloney. *New Handbook of Basic Writing Skills*, 4th ed. Harcourt Brace. This handbook serves as both a grammatical reference and a writing aid. Emphasis is on writing sentences, paragraphs, and short essays. Exercises provide practice opportunities.
- Scarry, John, and Sandra Scarry. *The Writer's Workplace: Building College Writing Skills*, 4th ed. Harcourt Brace. This text provides in-depth coverage of grammar, writing skills, and writing practice with a new "steps sequence" that aids instruction.
- *The Writer's Workplace: Essays*. Harcourt Brace. The third in a three-text sequence, this text explains in detail the methods of writing an effective college essay.
 - *The Writer's Workplace: Paragraphs*. Harcourt Brace. The second in a three-text sequence, this text explores the development of cohesive paragraphs and their relationship to the essay as a whole.
 - *The Writer's Workplace: Paragraphs to Essays*. Harcourt Brace. The second in a two-text sequence, this text moves students from the creation of cohesive paragraphs to the development of a college-level essay.
 - *The Writer's Workplace: Sentences*. Harcourt Brace. The first in a three-text sequence, this text provides expanded coverage of sentence writing, including a section on effective word usage.
 - *The Writer's Workplace: Sentences to Paragraphs*. Harcourt Brace. The first in a two-text sequence, this text moves students from the creation of effective sentences to the development of a cohesive paragraph.
 - *The Writer's Workplace with Readings: Building College Writing Skills*, 2nd ed. Harcourt Brace. This text has all the features of *The Writer's Workplace* and includes fourteen additional readings, all with introductory notes and follow-up questions.

B. Readers

- Alexander, Roberta, and Jan Lombardi. *A Community of Readers*. Longman Publishing of Addison Wesley Longman Educational Publishers. A thematic reader. Incorporates critical thinking skills and reading, vocabulary, and study strategies. Instructor's Edition.
- Cassebaum and Haskell. *American Culture and the Media*. Houghton Mifflin. A reader/rhetoric that combines current readings and writing instruction using a pop culture perspective.
- McWhorter, Kathleen. *The Writer's Selections: Shaping Our Lives*. Houghton Mifflin. A thematically-arranged reader with an emphasis on that which shapes our lives: Decisions, Others, Cultures, Technology, etc.
- Roy, Emil, and Sandra Roy. *Images: Readings for Writing*. Harcourt Brace. A reader for basic writing courses. Offers a clearly defined, step-by-step approach to reading professional and student paragraphs and essays.
- Smith, Brenda. *Bridging the Gap*, 5th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Offers a broad range of multicultural readings representing many academic disciplines. Features three reading levels per chapter, in-context exercises, learning logs, and collaborative critical thinking activities.
- Smith, Lonna H., and Robert J. Ramonda. *Read, Write, React: An Integrated Approach to Reading and Writing*. The McGraw-Hill Companies. This text involves students in their own language development, and it helps them build their language abilities through a variety of readings and integrated writing activities.

C. Workbooks

- Beason and Lester. *Now I Get It: A Commonsense Guide to Grammar and Usage*. St. Martin's Press. A compact and spiral-bound worktext. Offers straightforward strategies that help students recognize, correct, and avoid 35 of the most common grammar and usage errors.
- Ingalls, Anna, and Dan Moody. *Within Reach: A Guide to Successful Writing*. Allyn and Bacon. This sentence/paragraph/essay workbook includes writing and grammar instruction in each chapter and is designed to meet the needs of a wide-range of students, including those with special ESL needs.
- Kelly, William J., and Deborah L. Lawton. *Discovery: An Introduction to Writing*. Allyn and Bacon. A full-color sentence/paragraph workbook for developmental writers. Focuses on the connection between grammar and writing. Includes sequenced exercises, professional and student readings, an ESL appendix, and help for visual learners.

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- . *Odyssey: A Guide to Better Writing*. Allyn and Bacon. Includes all of the features of *Discovery* plus an appendix on writing with computers.
- Pemberton, Carol. *Writing Paragraphs*, 3rd ed. Allyn and Bacon. Designed to help students master paragraph-length discourse. Presents reading and writing as interrelated activities and includes an abundance of student examples, collaborative assignments, and varied exercises.
- Yarber, Robert E., and Mary Laine Yarber. *Reviewing Basic Grammar*, 4th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A workbook with an accessible format. Offers grammar review exercises, flexible chapter sequencing, and a new section on writing with computers.

III. Advanced Writing Texts

A. Rhetorics

- Brown, Stuart C., Robert K. Mittan, and Duane H. Roen. *The Writer's Toolbox*. Allyn and Bacon. Aimed at writing-intensive courses, this text covers writing, reading, listening, and speaking skills common to all disciplines, with an emphasis on writing and learning strategies.
- Collette, Carolyn, and Richard Johnson. *Finding Common Ground: A Guide to Personal, Professional and Public Writing*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A rhetoric that blends practicality and sophistication. Capitalizes on the writer's own experience and emphasizes the interplay between reader and writer.
- Williams, Joseph. *Style: Ten Lessons in Clarity and Grace*, 5th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Approaches writing as not just a problem-solving process, but also as a problem-finding and problem-posing process. Features writing samples from diverse fields, collaborative exercises, and information on document design.

B. Readers

- Eschholz, Rosa, and Clark. *Language Awareness: Essays for College Writers*, 7th ed. St. Martin's Press. Features 56 readings in 11 topical units. Shows students how the power of language impacts their lives.

Lunsford and Ruskiewicz. *The Presence of Others: Voices that Call for Response*, 2nd ed. St. Martin's Press. Presents a full range of viewpoints from conservative and liberal thinkers and compels students to respond with ideas of their own.

IV. Composition and Literature Texts

Barnet, Sylvan, Morton Berman, and William Burto. *An Introduction to Literature*, 11th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A paperback introduction to literature. Includes two new chapters on reading critically and writing about literature and a new section on contemporary critical perspectives. Instructor's Manual.

Barnet, Sylvan, Morton Berman, William Burto, and William Cain. *Literature: Thinking, Reading, and Writing Critically*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Incorporates thinking and reading critically into its composition coverage. Includes 3 composition chapters, 20 student papers, 3 critical perspectives chapters, and 2 chapters on writing about gender and multiculturalism. Instructor's Manual.

Birenbaum, Harvey. *The Happy Critic: A Serious but Not Solemn Guide to Thinking and Writing about Literature*. Mayfield. A sophisticated yet witty introduction to reading and writing about literature. A thorough text that maintains its conversational tone.

Henderson, Gloria, William Day, and Sandra Waller. *Literature and Ourselves: A Thematic Introduction for Readers and Writers*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Focuses on issues of self and self-exploration in ways that help students identify with literature.

Kirsznner, Laurie G., and Stephen R. Mandell. *Literature: Reading, Reacting, Writing*, 3rd ed. Harcourt Brace. This introductory text combines three genres of classic and contemporary works with an emphasis on reading and writing about literature. (Also available in a compact edition.)

Purves, Alan C., and Joseph A. Quattrini. *Creating the Literature Portfolio: A Guide for Students*. NTC Publishing Group. A writing about literature book. Encourages students to assess what kind of readers they are before helping them read and interpret literature. Introduces various theoretical schools. Instructor's Edition.

Schwiebert, John. *Reading and Writing from Literature*. Houghton Mifflin. Designed for composition courses focusing on literature. Offers selections for all four genres: short stories, poems, plays, and essays. Emphasizes intertextuality.

Warner, Sterling. *Thresholds: Literature-Based Composition*. Harcourt Brace. A thematic, three-genre reader which contains a rhetoric and a research writing component. The readings (poetry, fiction, essays) are by authors of diverse cultural viewpoints.

V. Creative Writing Text

Bell, Madison Smartt. *Narrative Design: A Writer's Guide to Structure*. Norton. A fiction-writing textbook that focuses on form with close examinations of twelve stories by celebrated writers and Bell's former students. Chapters explore the art of writing.

VI. ESL Texts

Bates. *Transitions: An Interactive Reading, Writing, and Grammar Text, 2nd ed.* St. Martin's. Helps students make the transition from writing paragraphs to writing essays.

Kay and Gelshenen. *America Writes: Learning English through American Short Stories*. St. Martin's Press. Introduces ESL students to American culture by reinforcing the reading, writing, discussion, and grammar skills relevant to each story.

Rodgers. *English for International Negotiations: A Cross-Cultural Case Study Approach*. St. Martin's Press. Lets students practice communication skills, the art of negotiation, and the cross-cultural aspects of negotiation.

Singleton. *Writers at Work: A Guide to Basic Writing*. St. Martin's Press. Provides intensive practice at academic writing. Gives students step-by-step instruction for becoming independent writers at the paragraph and sentence-level.

Spaventa and Spaventa. *Writing to Learn: From Paragraph to Essay*. St. Martin's Press. Written with community college students in mind. Makes the process approach to writing accessible to students who may not have experience with academic writing in their native language.

Strauch. *Bridges to Academic Writing*. St. Martin's Press. Blends an in-depth process approach to writing short compositions with common organizational patterns. Includes both student models and a variety of readings.

VII. Business and Technical Writing Texts

- Brereton, John C., and Margaret A. Mansfield. *Writing on the Job: A Norton Pocket Guide*. Norton. Focuses on common professional documents and teaches essential formats. Also offers rhetorical strategies for clear, effective business writing and includes 54 sample documents. A disk version for Windows is available.
- Brusaw et al. *The Business Writer's Handbook*, 5th ed. St. Martin's Press. An alphabetically-arranged handbook. Provides complete information for all types of business writing. Includes models of sales letters, memos, Web pages, and new information on the Internet.
- . *Handbook of Technical Writing*, 5th ed. St. Martin's Press. An alphabetically-arranged handbook. Provides complete information for all types of technical writing. Includes models of lab reports and instructions plus coverage of online research and technical graphics.
- Gerson, Sharon J., and Steven M. Gerson. *Technical Writing: Process and Product*, 2nd ed. Prentice Hall. The reader-friendly technical writing core covers ethics, audience identification, electronic communication, and the role of technical writing in both academic and professional life.
- Lannon, John M. *Technical Writing*, 7th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. The only text to include coverage of the ACW documentation style. Also includes a version of *Writer's Workshop*. Instructor's Manual.
- Pearsall, Thomas E. *The Elements of Technical Writing*. Allyn and Bacon. A concise introduction to technical writing. Covers seven principles of technical writing, the importance of format, and presents four sample reports.
- Perelman, Leslie C., Edmund Barrett, and James Paradis. *The Mayfield Handbook of Technical and Scientific Writing*. Mayfield. A concise reference handbook for courses in technical and scientific writing. Also available in an electronic form for Windows and Macintosh.
- Reep, Diana. *Technical Writing: Principles, Strategies, and Readings*, 3rd ed. Allyn and Bacon. Features numerous models and class-tested exercises that, when coupled with the 27 readings, offer instructors a wealth of resources for classroom and homework applications.

VIII. Software and Computer-Assisted Instruction

- Branscomb, H. Eric. *CASTING YOUR NET: A Student's Guide to Research on the Internet*. Allyn and Bacon. A comprehensive guide to conducting research on the

Internet. Analyzes the Internet as a source of information, contains a complete guide to constructing word searches, compares search engines, and includes documentation guidelines.

- Buscemi, Santi V., and Publishing Innovations. *ALLWRITE! The McGraw-Hill Writing Program*. Computer Software. The McGraw-Hill Companies. Windows-based tutorial software. Includes an on-line handbook, provides numerous exercises ranging in difficulty, and evaluates strengths and weaknesses with diagnostic pre-tests and post-tests.
- Clark, Carol Lea. *Working the Web: A Student's Guide*. Harcourt Brace. This guide explains the basics of the World Wide Web, its relationship to the Internet, how to navigate during research, and how to create personal web pages.
- Condon, William, and Wayne Butler. *Writing the Information Superhighway*. Allyn and Bacon. Teaches cyberliteracy and the writing process. Writing projects focus on activities that predominate in cyberspace such as using on-line resources, communicating on-line, etc.
- Dodds, Jack. *The Ready Reference Handbook: Writing, Revising, Editing On-line Edition for Windows*. Computer Software. Allyn and Bacon. An on-line version of Dodds' *The Ready Reference Handbook*. (See I.C.: Freshman Writing Texts—Handbooks for a description of the print version.)
- Drott, Carl, and Eva Thury. *GrammarCoach*. Computer Software. Allyn and Bacon. An interactive tutorial featuring 10 modules designed to assist basic writers. Each module contains three practice sets with explanations and examples, exercises with answers, and a sample paragraph to be corrected.
- Ebest, Sally Barr, Gerald J. Alred, Charles T. Brusaw, and Walter E. Oliu. *Writing from A to Z: The Easy-to-Use Reference Handbook*, 2nd ed. Mayfield. A hypertext handbook which is organized alphabetically and offers a "fail-safe" index. Windows and Macintosh versions available. (See I.C.: Freshman Writing Texts—Handbooks for a description of the print version.)
- Hairston, Maxine, John Ruszkiewicz, and Dan Seward. *CoreText OnLine*. Longman Publishing of Addison Wesley Longman Educational Publishers. A handbook that works in conjunction with *CoreText*. (See I.C.: Freshman Writing Texts—Handbooks.) Offers a sophisticated, interactive writing environment. Available in PC and Mac versions.
- Harnack and Kleppinger. *Online! A Reference Guide to Using Internet Sources*. St. Martin's Press. Provides up-to-date lists of Internet sources in the major disciplines. Includes guidelines for evaluating and citing them.
- Irvine, Martin. *Web Works: A Norton Pocket Guide*. Norton. Helps writers navigate and use the WWW. Includes tips for using online libraries and saving valuable information. Spiral-bound.
- Miller, Susan, and Kyle Knowles. *New Ways of Writing: A Handbook for Writing*

with Computers. Prentice Hall/Blair Press. This brief, spiralbound reference helps both computer expert and novice craft better writing. Fosters awareness of choices (from content to punctuation) in various writing situations at the computer.

- Rosa, Alfred, and Paul Eschholz. *The Electronic Version of The Writer's Brief Handbook for Windows*. Computer Software. Allyn and Bacon. An on-line version of *The Writer's Brief Handbook*, 2nd edition. Facilitates students' access to information on grammar, punctuation, and mechanics as they draft, edit, and revise papers on the computer.
- Rosen, Leonard. *Quick Notes*. Computer Software. Allyn and Bacon. Designed to assist internet users, this stand-alone note taking environment works with any web browser and helps solve the problem of taking notes by hand.
- Rosen, Leonard J., and Laurence Behrens. *The Allyn and Bacon Handbook, 3rd ed., Online Edition for Windows*. Computer Software. Allyn and Bacon. Offers students an easy way to access information about grammar, punctuation, and mechanics. Includes exercises, hyperlinks to related sections, and a connection to the Internet. (See I.C.: Freshman Writing Texts—Handbooks for a description of the print version.)
- Thury, Eva, and Carl Drott. *GrammarTeacher 2.0*. Computer Software. Allyn and Bacon. An interactive tutorial program that helps students learn and practice grammar. Offers ten modules that cover different grammatical principles. Includes explanations, examples, and exercises with answers.
- Troyka, Lynn Quitman, and OverDrive Systems, Inc. *Simon and Schuster Multimedia Handbook for Writers*. Computer Software. Prentice Hall. This CD-ROM offers the full version of the *Simon and Schuster Handbook for Writers*, 4th ed. It includes additional exercises, video clips, full-text searching, and hyperlinked cross-references.
- Tuman, Myron C., and Ann Arbor Software. *Norton Textra Connect for Windows Word Processors*. Computer Software. Norton. Combines a simple menu of options for sharing work over a local area network or the Internet with a Windows Word Processor. Ideal for distance learning environments.
- Vitanza, Victor. *Writing for the World Wide Web*. Allyn and Bacon. A text for college students who are developing websites in conjunction with their course of study.

IX. Research Paper Texts

- Chiseri-Strater, Elizabeth, and Bonnie S. Sunstein. *Fieldworking: Reading and Writing Research*. Prentice Hall/Blair Press. Designed to fill the gap between reading about fieldwork and "writing up" the results. Presents specific methods, models, and hands-on practice in all phases of field-

based research.

- Clines, Raymond, and Elizabeth Cobb. *Research Writing Simplified: A Documentation Guide*, 2nd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Designed for any course requiring a research paper. Offers a set of activities and exercises that give students sequences to practice in the conventions of documentation.
- Coyle, William. *Research Papers*, 10th ed. Allyn and Bacon. The first college text on research, this spiral-bound guide features the newest information on documenting sources in MLA, APA, and other styles.
- Dees, Robert. *Writing the Modern Research Paper*, 2nd ed. Allyn and Bacon. The contemporary guide to researching and writing the research paper with extensive coverage of on-line research, collaborative activities, and a unique emphasis on critical thinking.
- Rodrigues, Dawn. *The Research Paper and the World Wide Web: A Writer's Guide*. Prentice Hall. Offers two books in one: a guide to writing research papers and an introduction to the Web. Discusses strategies for conducting Internet research and provides many practical assignments.
- Slade, Carol. *Form and Style: Research Papers, Reports, Theses*. Houghton Mifflin. Combines a review of the basic research process with a rigorous investigation of issues such as evidence, quotation, and citation of sources.
- Walker, Melissa. *Writing Research Papers: A Norton Guide*, 4th ed. Norton. A process-oriented guide that follows real students through the writing process. Includes tips for searching and evaluating Internet and other electronic sources. Spiral-bound for easy reference. Instructor's Guide.
- Ward, Russ. *Logical Argument in the Research Paper*. Harcourt Brace. This text combines the technicalities of writing a research paper with a thorough discussion of the three major forms of argumentative reasoning.
- Weidenborner and Caruso. *Writing Research Papers: A Guide to the Process*, 5th ed. St. Martin's Press. Popular at two-year colleges. Guides students in the basics of research and writing. Includes a new section on using and evaluating Internet sources.
- Wilhoit, Stephen. *A Brief Guide to Writing From Readings*. Allyn and Bacon. Teaches students how to read critically, summarize, critique, and synthesize readings. Also explains how to quote and paraphrase, document essays, and keep a writing journal.
- Woodward, Jeannette A. *Writing Research Papers: Investigating Resources in Cyberspace*. NTC Publishing Group. A traditional research paper guide that includes discussion of cyberspace resources. Helps students maximize their time on the Internet and assess the validity of material. Includes MLA and APA guidelines and sample papers.

X. Reading and Study Skills Texts

- Chaffee, John. *Thinking Critically*, 5th ed. Houghton Mifflin. Begins with personal experience and progresses to the more sophisticated reasoning skills required for abstract, academic texts. Exercises, discussion topics, and writing activities encourage active student participation.
- Laskey, Marcia L., and Paula W. Gibson. *College Study Strategies: Thinking and Learning*. Allyn and Bacon. Emphasizing critical thinking and metacognition, this text teaches practical study skills such as time management and note- and test-taking strategies. Includes exercises and a unique Learning Styles Inventory.
- McWhorter, Kathleen. *Guide to College Reading*, 4th ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Emphasizes metacognition. Now includes a unique supplement, *A Manual for Adjunct Faculty*.
- Quinn, Shirley, and Susan Irvings. *Active Reading in the Arts and Sciences*, 3rd ed. Allyn and Bacon. Aimed at students with reading abilities ranging from 8th to 10th grade proficiency, this text develops students' critical thinking skills and prepares them for college-level work.
- Rubin, Dorothy. *Gaining Word Power*, 4th ed. Allyn and Bacon. Helps students build college-level vocabularies with a variety of exercises and writing assignments. Includes answers to many of the exercises, making it suitable for self-study.
- Seyler, Dorothy. *The Reading Context: Developing College Reading Skills*. Allyn and Bacon. Explains reading as a three-step process (prepare—read—respond) and focuses on the reading context. Longer selections in each chapter include extensive pre- and post-reading apparatus.

XI. Professional Texts

- Alred. *The St. Martin's Bibliography of Business and Technical Communication: A Resource for Professionals*. St. Martin's Press. Provides over 400 fully annotated resources specific to the field.
- Harris, Joseph. *A Teaching Subject: Composition Since 1966*. Prentice Hall. This highly regarded monograph discusses the growth of composition studies as an academic field. For new teachers and experienced theorists and historians of composition studies.

XII. Additional Texts

- Cuba, Lee. *A Short Guide to Writing About Social Science*, 3rd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. A text for writing intensive courses in the Social Sciences. Features updated APA guidelines, computer/www/Internet coverage, and strategies on using the library.
- Pechenik, Jan. *A Short Guide to Writing About Biology*, 3rd ed. Longman Publishing of Addison Wesley Longman Educational Publishers. Written by a biologist, this text features extensive coverage of visuals from understanding charts and graphs to preparing poster presentations.
- Penrose and Katz. *Writing in the Sciences*. St. Martin's Press. Covers the major genres of scientific communication including research proposals, literature reviews, reports, and conference papers.

WPA Consultant-Evaluator Service for Writing Programs

The WPA consultant-evaluator service helps colleges and universities develop and assess their writing programs. Operating on a method similar to regional accreditation agencies, WPA evaluations have several stages. WPA requests a written program self-study, sends a team of two trained consultant-evaluators to campus for interviews and on-site evaluation, and then compiles a final report. A six-month follow-up report from the campus completes the process.

WPA's consultant-evaluators are leaders in the field of composition. They come from four-year colleges, community colleges, and universities. All are experienced writing program administrators with a national perspective on composition teaching and program administering. As evaluators, their primary goal is to determine a program's unique strengths and weaknesses, not to transform all writing programs into clones of their own. They recognize that every program must retain its individual character, serve a particular community, and solve special problems.

Institutions pay the travel and accommodations cost for the consultant-evaluator team, plus an honorarium. While WPA suggest a \$1,500 honorarium to each consultant-evaluator, client institutions agree on a honorarium with the consultant-evaluator

Applications for the service should be initiated 3 months before consultant-evaluators visit a campus. WPAs, department chairs, or college administrators may apply to:

Professor Ben W. McClelland

English Department, U of Mississippi

Oxford University, MS 38677

FAX: (601) 232-5493

E-mail: wgbwm@sunset.backbone.olemiss.edu