



Associated Press Style

Quick Reference Guide

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Style	Rules	Examples
Academic degrees	<ul style="list-style-type: none">• Use an apostrophe and spell out academic degrees.• Use abbreviations for degrees only when you need to include a list of credentials after a name; set them off with commas.	<p>She has a bachelor's degree.</p> <p>Peter White, LL.D., Ph.D., was the keynote speaker.</p>
Acronyms	<ul style="list-style-type: none">• Don't use them.• Spell out on first mention. On subsequent mentions, use generic terms such as the board, the division, etc.• Don't put acronyms in parentheses after the first reference (for example, "The Water Quality Control Division (WQCD) ...").	<p>The state Board of Health meets the third Wednesday of each month. The board's agenda is available about a week before the meeting.</p>
Addresses	<ul style="list-style-type: none">• Spell out all generic parts of street names (avenue, north, road) when no specific address is given.• When a number is used, abbreviate avenue (Ave.), boulevard (Blvd.), street (St.) and directional parts of street names.	<p>Our main campus is on Cherry Creek South Drive.</p> <p>The suspect was identified as Michael Shawn of 1512 N. Mission St.</p>

Associated Press Style Guide

Robert L. Heath



Associated Press Style Guide:

The Associated Press Stylebook The Associated Press, 2024-07-09 Master the style guidelines of news writing editing and common usage with this indispensable guide perfect for students and professional writers everywhere The style of The Associated Press is the gold standard for news writing With the AP Stylebook in hand you can learn how to write and edit with the clarity and professionalism for which their writers and editors are famous The AP Stylebook will help you master the AP's rules on grammar spelling punctuation capitalization abbreviation word and numeral usage and when to use more than instead of over To make navigating these specialty chapters even easier the Stylebook includes a comprehensive index Fully revised and updated to keep pace with world events common usage and AP procedures the AP Stylebook is the one reference that all writers editors and students cannot afford to be without This edition contains more than 300 new and revised entries including A new chapter on inclusive storytelling its importance and how to achieve it Detailed guidance on writing about people with disabilities and disabled people Many updates on immigration the coronavirus gender and race related coverage including the capitalization of Black and expanded use of singular they A revised chapter on religion with guidance on when Catholic rather than Roman Catholic should be used on first reference A thoroughly updated chapter on using social media for reporting

The Associated Press Stylebook The Associated Press, 2022-07-05 Master the style guidelines of news writing editing and common usage with this indispensable guide perfect for students and professional writers everywhere The style of The Associated Press is the gold standard for news writing With the AP Stylebook in hand you can learn how to write and edit with the clarity and professionalism for which their writers and editors are famous The AP Stylebook will help you master the AP's rules on grammar spelling punctuation capitalization abbreviation word and numeral usage and when to use more than instead of over To make navigating these specialty chapters even easier the Stylebook includes a comprehensive index Fully revised and updated to keep pace with world events common usage and AP procedures The AP Stylebook is the one reference that all writers editors and students cannot afford to be without **The Associated Press Stylebook and Libel Manual**, 1994 **AP - The Associated Press Style Guide** Lila Stromer, Associated Press, 2019

The Public Relations Practitioner's Playbook M. Larry Litwin, 2009 The Public Relations Practitioner's Playbook is how to and hands on Theory is woven into thousands of proven techniques tips tactics tools and strategies spread over nearly 600 pages Explanations examples and anecdotes are in a language that should appeal to experienced practitioners college students and organization volunteers who assist with public relations and publicity The PR Practitioner's Playbook an anatomy of the public relations profession relies on my experience as a reporter editor public relations counselor and strategic advisor and evaluator It demonstrates that successful writers practice their craft with poise and eloquence It is an extension of the author's classroom which many students call Litwin's laboratory for practical knowledge As former KYW Newsradio colleague Kim Glovas observed Larry's voice is the voice of this book Among those considered mentors and

contributors to this book are Nick George former managing editor at ABC Radio News ABC sportscaster Howard Cosell KYW Newsradio anchor Bill Bransome print journalist extraordinaire Everett S Landers and legendary broadcast journalist Edward R Murrow They spent countless hours helping the author hone his skills and encouraging me to be an open honest thorough and valid relevant communicator They stressed tangible tools and such attributes as knowledge loyalty judgment trust credibility ethics and integrity The Public Relations Practitioner s Playbook serves as a basic or supplemental text in introduction to public relations and graduate overview courses It offers a refreshing down to earth approach to which many students are just not accustomed Strategic advisors refer to it as a potpourri of proven public relations techniques The companion CD Rom contains among its many tactics three PowerPoints that summarize the 17 chapter [Encyclopedia of Public Relations](#) Robert L. Heath,2013-08-20 When initially published in 2005 the two volume Encyclopedia of Public Relations was the first and most authoritative compilation of the subject It remains the sole reference source for any library serving patrons in business communication and journalism as it explores the evolution of the field with examples describing the events changing practices and key figures who developed and expanded the profession Reader s Guide topics include Crisis Communications Management Cyberspace Ethics Global Public Relations Groups History Jargon Management Media News Organizations Relations Reports Research and Theories Models Led by renowned editor Robert L Heath with advisory editors and contributors from around the world the set is designed to reach a wide array of student readers who will go on to serve as opinion leaders for improving the image and ethics of the practice The Second Edition continues to explore key challenges facing the profession such as earning the trust and respect of critics and the general public Much greater emphasis and space will be placed on a theme that was just emerging when the First Edition appeared the Internet and social media as public relations tools International coverage and representation has been greatly expanded as well Finally biographies which are now widely available on the Web have been deleted to give room to areas of enhanced coverage and biographical material are included where appropriate within the context of topical entries However a long entry on women pioneers in public relations has been included as an appendix **The Public Relations Practitioner's Playbook for (all) Strategic Communicators** M. Larry Litwin, APR, Fellow PRSA,2013-08-27 Some years ago a young graduate student contributed to a book for educational public relations specialists It was a how to do it book light on theory and without footnotes that offered hundreds of tips and ideas Its title evolved into School Communication Ideas that Work Like that successful and widely used book published in 1972 The Public Relations Practitioner s Playbook for all Strategic Communicators is how to and hands on Edition three was considered for the 2009 Pulitzer Prize The theory it contains is woven into thousands of proven techniques tips tactics tools and strategies spread over 626 pages Explanations examples and anecdotes are in a language that should appeal to experienced practitioners college students and organization volunteers who assist with public relations publicity and other strategic communication disciplines It won t do the work for the would be

publicity or PR practitioner or counselor but it will make his or her job much easier Devotees of the Public Relations Practitioner s Playbook may have noticed its title now includes for all Strategic Communicators That s because the public relations profession has evolved into the more encompassing strategic communication which includes not only public relations but public affairs advertising marketing social media graphic and web design and other areas of digital media convergence strategic planning and campaigns Strategic communication occurs in corporate non profit governmental and agency settings according to Elon N C University s website Organizations strategically communicate to audiences through publications and videos crisis management through the news media special events planning building brand identity and product value and communicating with stockholders and stakeholders clients or donors

The Architects Guide to Writing
Bill Schmalz, The Images Publishing Group, 2014 There are a lot of good books available to help people write better They include dictionaries usage guides and various types of writers manuals and professional writers ought to have many of those books on their bookshelves But most architects and other design and construction professionals are not professional writers Instead they are people who spend a large part of their professional lives writing That s a big difference and that s where this book will help The Architect s Guide to Writing has been written not by an English major but by Bill Schmalz an architect who knows the kinds of documents his fellow professionals routinely have to write and understands the kinds of technical mistakes they often make in their writing This book is designed to meet the specific needs of design and construction professionals It s not going to waste their time with the things that most educated professionals know but it will help them with the things they don t know or are unsure of It s not a Chicago Manual sized encyclopaedic reference that includes everything any writer would ever need to know because architects don t need to know everything But what they do need to know and what they use every day in their professional lives has been assembled in this book

The Associated Press Stylebook 2016 The Associated Press, 2016-08-01 The 2016 edition of The Associated Press Stylebook and Briefing on Media Law includes nearly 250 new or revised entries including lowercasing internet and web The AP Stylebook is widely used as a writing and editing reference in newsrooms classrooms and corporate offices worldwide Updated regularly since its initial publication in 1953 the AP Stylebook provides fundamental guidelines for spelling language punctuation usage and journalistic style It is the definitive resource for journalists Changes in the 2016 Stylebook include 50 new and updated technology terms including emoji emoticon and metadata 36 new and updated entries in the food chapter from arctic char to whisky whiskey and eight new and updated entries in the fashion chapter including normcore and Uniqlo New entries discouraging the use of child prostitute and mistress restricting spree to shopping or revelry not killing and using the number of firefighters or quantity of equipment sent to a fire not the number of alarms DJ is now allowed on first reference and spokesperson is recognized in addition to spokesman and spokeswoman New guidance on the terms marijuana cannabis and pot cross dresser and transvestite accident and crash notorious and notoriety A new entry on data journalism With invaluable

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Organizations and the Media Josef Pallas,Lars Strannegård,Stefan Jonsson,2014-07-17 The relationship between media and the organizations they cover has changed dramatically in the last few decades which have witnessed a huge expansion of news coverage focusing on different types of organizations and their activities In parallel organizations have dramatically increased their investment in public relations and other media oriented forms of communication Like other societal developments globalization marketization individualization scientification mediatization has become an institutional force This book analyses the mediatization of contemporary organizations and how individual organizations industry or markets are scrutinized It examines its key

influence on the actions of organizations and how it shapes the entire landscape in which the organizations operate What such a perspective provides is the accentuation of the interplay between organizations and different parts of the society as embedded in the media and its logic This will be essential reading for professionals academics and advanced students in organizational studies public relations and media studies

Proving Your Library's Value Alan Fishel,Jillian Wentworth,United for Libraries,2020-10-27 You know the value of your library but elected officials donors community leaders funders and other important stakeholders may not How can you make the library a priority for these groups who may have preconceived notions about what the library does as you compete with other important community organizations for funding In this book from United for Libraries you ll learn how to use The E s of Libraries Education Employment Entrepreneurship Engagement and Empowerment to quickly demonstrate why your library is essential and worthy of funding using messaging that is organized persuasive and memorable With the help of worksheets charts and prompts you will learn how to use language designed to win over stakeholders funders and partners craft custom messaging in several formats that is easily accessible and memorable including elevator speeches budget presentations and annual appeals and create presentations and other materials tailored to any audience based on the sample documents included This book s innovative framework can be used by any size or type of library and by any library advocate including Friends groups library staff trustees and foundations

Writing for Digital Media Brian Carroll,2010-06-01 Writing for Digital Media teaches students how to write effectively for online audiences whether they are crafting a story for the website of a daily newspaper or a personal blog The lessons and exercises in each chapter help students build a solid understanding of the ways that the Internet has introduced new opportunities for dynamic storytelling as digital media have blurred roles of media producer consumer publisher and reader Using the tools and strategies discussed in this book students are able to use their insights into new media audiences to produce better content for digital formats and environments Fundamentally this book is about good writing clear precise accurate filled with energy and voice and aimed directly at an audience Writing for Digital Media also addresses all of the graphical multimedia hypertextual and interactive elements that come into play when writing for digital platforms Learning how to achieve balance and a careful deliberate blend of these elements is the other primary goal of this text Writing for Digital Media teaches students not only how to create content as writers but also how to think critically as a site manager or content developer might about issues such as graphic design site architecture and editorial consistency By teaching these new skill sets alongside writing fundamentals this book transforms students from writers who are simply able to post their stories online into engaging multimedia digital storytellers For additional resources and exercises visit the Companion Website for Writing for Digital Media at www.routledge.com/textbooks/9780415992015

The Associated Press Stylebook Norm Goldstein,2007-07-10 More people write for The Associated Press than for any newspaper in the world and writers nearly two million of them have bought more copies of The AP Stylebook than of any other journalism reference It provides

facts and references for reporters and defines usage spelling and grammar for editors There are separate sections for journalists specializing in sports and business and complete guidelines for how to write photo captions file copy over the wire proofread text handle copyrights and avoid libel This edition of The AP Stylebook keeps pace with world events common usage and AP procedures

Global Writing for Public Relations Arhlene A. Flowers, 2015-12-07 Global Writing for Public Relations Connecting in English with Stakeholders and Publics Worldwide provides multiple resources to help students and public relations practitioners learn best practices for writing in English to communicate and connect with a global marketplace Author Arhlene Flowers has created a new approach on writing for public relations by combining intercultural communication international public relations and effective public relations writing techniques Global Writing for Public Relations offers the following features Insight into the evolution of English language communication in business and public relations as well as theoretical and political debates on global English and globalization An understanding of both a global thematic and customized local approach in creating public relations campaigns and written materials Strategic questions to help writers develop critical thinking skills and understand how to create meaningful communications materials for specific audiences Storytelling skills that help writers craft compelling content Real world global examples from diverse industries that illustrate creative solutions Step by step guidance on writing public relations materials with easy to follow templates to reach traditional and online media consumers and businesses Self evaluation and creative thinking exercises to improve cultural literacy grammar punctuation and editing skills for enhanced clarity and Supplemental online resources for educators and students English is the go to business language across the world and this book combines the author s experience training students and seasoned professionals in crafting public relations materials that resonate with global English language audiences It will help public relations students and practitioners become proficient and sophisticated writers with the ability to connect with diverse audiences worldwide

Communicating Disability Erin Willis, Chad Painter, 2025-06-30 This book enables readers to confidently discuss and understand disability as part of the broader societal conversation on diversity equity and inclusion The influence of mass media can raise awareness educate reduce stigma facilitate advocacy related to disability and activate attitude and behavior change Recognizing that disability is a complex multi dimensional topic this book presents case studies original research and practical applications related to society and cultural events about disability to highlight prominent issues related to diversity equity and inclusion initiatives While previous work examined disability through activism or historical lenses this book explores contemporary industry practices and how current conversations are driving trends in the field Divided into three parts related to journalism and news reporting strategic communication and health communication the book provides readers with the knowledge and skills to create conversation that gives space to disability and facilitates advancement in inclusion Filling a void in disability literature this book will be of interest to scholars as well as undergraduate and graduate students in the fields of health communication

journalism strategic communication media studies disability studies public health and medical sociology Contemporary Editing Cecilia Friend, Don Challenger, 2013-10-15 Contemporary Editing offers journalism students a forward looking introduction to news editing providing instruction on traditional newsroom conventions along with a focus on emerging news platforms This comprehensive text provides students with a strong understanding of everything an editor does addressing essential copy editing fundamentals such as grammar and style editorial decision making photo editing information graphics and page design and new media approaches to storytelling Throughout the book focuses on how the editor s attitude a keen awareness of news values ethics and audience comes into play in all facets of news editing This new edition offers expanded coverage of web publishing and mobile media giving students solid editing skills for today s evolving media and news forums Features of the Third Edition Editing 2 0 boxes discuss the impact of digital technology and social media on editing Coverage of grammar problems and a new chapter on working with numbers provide students with a strong grasp of math and grammar which are the underpinnings for all writing and editing An emphasis on editing for brevity prepares students to write and edit clearly and briefly for print and for the web A chapter on the art of headline writing guides students through one of the editor s most important tasks and introduces the task of search engine optimization Examples of ethics and legal situations show students how issues arise in even the most basic stories and how to address them Online exercises present additional practice for students without needing to purchase a workbook **Public Relations Writing** Donald Treadwell, Jill B. Treadwell, 2004 Public Relations Writing Principles in Practice is a comprehensive core text that guides students from the most basic foundations of public relations writing research planning ethics organizational culture law and design through the production of actual effective public relations materials Now published by Sage Publications this edition has been updated throughout to include current events and Web addresses Core content includes such subject areas as news and features writing for print and broadcast persuasive communications newsletters and employee communication annual reports brochures direct mail global communication and the Internet

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web terms in this set 13 what is an alloy a mixture of 2 or more metals or a metal and a nonmetal fused together dissolved in

each other when molten low zinc brasses contain how much zinc and how do they form less than 20 zinc easier to form how much zinc do yellow brasses contain 34 37 zinc what other elements do some brasses contain

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web in this activity you ll experience surface tension and cohesion by testing how many drops of water you can you fit on a penny you might be surprised considering pennies are so small there s only one way to find out

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web what was the purpose of the penny lab observe how properties of a metal can change how will copper be changed in terms of its properties by heating the copper with zinc in the presence of a sodium hydroxide naoh solution the zinc replaces the copper in the naoh solution then the zinc diffuses into the copper when heated zinc naoh

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web 1 explain your results from both parts of the experiment in terms of cohesion and surface tension 2 how do your results compare to the other groups in your class provide at least 2 possible reasons for any similarities and differences you identified drops on a penny teacher notes materials

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